



# **NAVAL POSTGRADUATE SCHOOL**

**MONTEREY, CALIFORNIA**

## **THESIS**

**STUDY OF ATTRITION DOCUMENTATION AT THE U.S.  
NAVY RECRUIT TRAINING COMMAND**

by

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March 2006

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## **ABSTRACT**

This thesis examines the administrative separation process and attrition documentation as well as the characteristics of recruits who attrite from the U.S. Navy's Recruit Training Command (RTC). A random sample of 754 "retained files" from Customer Service Desk RTC was examined for attrition documentation and the information obtained was compared with attrition documentation contained in the Corporate Enterprise Training Activity Resource System (CETARS). The comparison is used to determine the accuracy of CETARS in documenting the reasons for medical and psychiatric attrition and its relationship to Separation Program Codes (SPD) listed on the DD 214 discharge form. The results indicate that CETARS is 95.2 percent accurate in documenting medical reasons for attrition and 94.2 percent accurate for psychiatric reasons. It was unclear whether a relationship existed between SPD codes and CETARS in documenting attrition. The specific reasons for psychiatric attrition include the following: Personality Disorder, Adjustment Disorder, Borderline Personality Disorder, and Attention Deficit Hyperactivity Disorder. In addition to the analysis of attrition documentation, we analyzed data on 216,028 recruits entering RTC between fiscal year 2000 and 2004 to determine the predictors of non-psychiatric attrites versus psychiatric attrites. Logit regression found that the predictors of both types of attrition were similar.

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# **I. INTRODUCTION**

## **A. BACKGROUND**

Recruit Training Command is the birthplace for over 35,000 sailors a year. Upon arrival, these individuals begin an intense eight-week indoctrination program that converts them from a civilian into a sailor. Recruits are trained physically, mentally, and morally—developing the Navy core values of Honor, Courage and Commitment. Many recruits are not suited for this type of training and are discharged prior to completion. This type of attrition is very costly for the Navy in recruiting, training, and readiness.

Attrition is the failure of a military member to complete his or her first-term of enlistment. A first-term of enlistment could be two, three, four, or six years. However, for this study, attrition is more specifically defined as the failure of a recruit to complete an initial training assignment at the Navy's Recruit Training Command (RTC) in Great Lakes, Illinois. Attrition has decreased over time as a result of changes in policies, programs, screening, and selection processes. From Fiscal Years 2000 to 2004 average attrition at RTC has decreased from 14.2 percent to 10.0 percent.<sup>1</sup> Previous studies indicate that pre-service medical and psychiatric reasons make up over 60 percent of all attrition at RTC.<sup>2,3</sup> This thesis focuses on the specific reasons and documentation of the reasons for overall attrition at RTC. For the purpose of this study, the term "psychiatric" is defined as any condition that involves personality, emotional stability, and psychiatric diseases.<sup>4</sup>

### **1. Recruiting and Waiver Process**

Before examining attrition rates at RTC it is important to understand how eligibility requirements are determined for persons desiring to enlist or reenlist in the Navy. It is beyond the scope of this study to outline the entire recruiting process;

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<sup>1</sup> Derived from data obtained by Naval Services Training Command (NSTC), Great Lakes, Illinois.

<sup>2</sup>Andrew L. Jones, "First Watch: Predicting RTC Attrition," (Millington, TN: Navy Personnel Research, Studies, and Technology (NPRST), 2005).

<sup>3</sup> Monica R. Farr and Michael J. Snowden, "An Examination of the Impact of Psychiatric Conditions on Recruit Training Command Attrition Rate," NPS Thesis (September 2005).

<sup>4</sup> This definition comes from the Physical Profile Serial System which is used to relate body systems to military jobs. It was found in: National Research Council, Assessing Fitness for Military Enlistment: Physical, Medical, and Mental Health Standards, The National Academies Press, Washington, D.C.: 2006.

however, the pertinent portions of the process as they apply to RTC attrition are discussed. To gain enlistment into the Navy, the applicant must first contact a Navy recruiter. Navy recruiters must adhere to specific guidance in the recruiting process as outlined in Commander, Navy Recruiting Command Instruction (COMNAVCRUITCOMINST) 1130.8F which is the Navy Recruiting Manual for enlisted personnel.<sup>5</sup> Chapter 2 of this manual is dedicated to the basic enlistment eligibility requirements. Specific eligibility requirements must be met before an applicant is considered qualified for enlistment. Specifically, to enlist in the U.S. Navy, applicants must:

- Be 18-34 years old (17 with parental permission). Applicants must be accessed onto active duty prior to their 35th birthday. No exceptions.
- Be a U.S. citizen, permanent resident alien, or U.S. non-citizen national.
- Have a social security number.
- Be a high school diploma graduate (or meet High Performance Predictor Profile [HP3] criteria). Be proficient in reading, speaking, writing, and understanding the English language.
- Have a minimum acceptable Armed Forces Qualification Test (AFQT) score of 31. Applicants with AFQT scores of less than 50 must be a high school diploma graduate (TIER I/HSDG).
- Have no more than one dependent (waivers are granted for financially responsible applicants with more dependents). If single, the applicant cannot have custody of a dependent (see Section 2G of this chapter).
- Pass a physical exam.
- Not be under civil restraint, a substance abuser nor have a pattern of minor convictions or any non-minor misdemeanor or felony convictions (waivers are granted depending on number and severity). Applicants with lawsuits pending by or against them must not be enlisted without prior approval by the Special Assistant for Legal Affairs (CNRC Code 017).<sup>6</sup>

Here, it is important to note that any of these eligibility requirements can be waived by a higher authority. The guidance for the waiver process is also outlined in Chapter 2 of the Navy Recruiting Manual for enlisted personnel. The standards for waiver consideration are identified with each enlistment eligibility requirement discussed

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<sup>5</sup> During their research for this study the authors were made aware that there is a more recent version of this instruction, but were unable to gain access to it at the time of this writing.

<sup>6</sup> COMNAVCRUITCOMINST 1130.8F, Navy Recruiting Manual-Enlisted, Chapter 2A-2, February 2000.

in Chapter 2, and applicants who require a waiver of any enlistment eligibility requirement must not be processed unless they are considered to be a particularly desirable.<sup>7</sup> Waiver authority is identified with each enlistment eligibility requirement and is dependent on the type of requirement being waived and the number of waivers required in each category. The waiver authority is discussed in more detail in Chapter V of this study. For additional information on the waiver processes, refer to Chapter 2, Section B of COMNAVCRUITCOMINST 1130.8F. In addition to the waiver process, Section C of Chapter 2 discusses rejections, or requirements for which waivers are not authorized and constitute a mandatory rejection from naval service. One important distinction to make in the waiver approval process is that any waiver requested prior to entry into the Navy is granted via Commander, Navy Recruiting Command (CNRC), whereas a waiver request for a recruit who has already enlisted and is at RTC must be granted by the Bureau of Medicine and Surgery (BUMED) in Washington, D.C.

Chapter 2, Section J of the Navy Recruiting Manual for enlisted personnel discusses medical/physical information. As part of the recruiting process, a recruiter must conduct a preliminary screening of applicants to detect those who may clearly be physically unfit for military service. To facilitate this process, the recruiter and applicant complete DD Form 2807-2, Medical Prescreen of Medical History Report. (See Appendix A for an example of this form.) The reference that implements policy regarding medical accession standards is the Department of Defense Instruction 6130.4 (Medical Standards for Appointment, Enlistment, or Induction in the Armed Forces), which was updated in January 2005. This instruction, “establishes medical standards, which, if not met, are grounds for rejection for military service.”<sup>8</sup>

Another important area outlined in this section of the recruiting manual is the guidance for recruiters on mental health screening. According to Chapter 2, Section J, Part 2d, if an applicant has a positive history of psychiatric or mental health treatment or hospitalization the recruiter is required to obtain any relevant available medical or

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<sup>7</sup> COMNAVCRUITCOMINST 1130.8F, Navy Recruiting Manual-Enlisted, Chapter 2A-2, February 2000.

<sup>8</sup> Department of Defense Instruction 6130.4, Section 2.2.

counseling records.<sup>9</sup> A positive psychiatric or mental health history is defined in the manual as follows:

- Any hospitalization or treatment for which a medical psychiatric diagnosis has been made. Common psychiatric diagnoses are any neurosis, psychosis, or organic brain syndrome.
- Personality disorders are considered inherent character-behavior defects that will likely render the applicant unsuitable for Naval Service. These are: affective personality, (strong emotional personality), anajastic personality, avoidant personality, borderline personality, dependent personality disorder, explosive personality, narcissistic personality (egocentric), paranoid personality, passive-aggressive personality, schizoid (split) personality, or sociopathic or asocial manifestations.
- Any treatment or counseling by a mental health professional (psychiatrist, psychologist, social worker, marital or family counselor), regardless of diagnosis given, or court directed primary prevention.<sup>10</sup>

In addition to a positive history, the manual also defines what constitutes a non-positive psychiatric history as follows:

Counseling that is obviously not of a mental health/crisis intervention nature does **not** constitute a positive psychiatric history, does not require record review, and should not be listed on any medical history forms such as DD Form 2807-2 or DD Form 2807-1. This category includes financial and career counseling, school guidance counseling when not given because of behavioral problems, spiritual counseling by a cleric, premarital counseling as required by some religions, group counseling for an event such as the death of a classmate, and similar situations.<sup>11</sup>

This section of the manual also encourages recruiters to ask certain questions regarding items that are answered with a “yes.” Specifically, it states the following:

Positive answers to *Items 16, 23, 26, 28, 48, or 71* of DD Form 2807-2 MAY indicate an underlying psychiatric/mental health condition. “Yes” answers in these areas should prompt the recruiter to ask further questions, such as, “What was the medication for?” and “Why were you rejected for the Navy?” In ALL cases in which further inquiry by the recruiter indicates a definite or possible psychiatric/mental health condition, the

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<sup>9</sup> COMNAVCRUITCOMINST 1130.8F, Navy Recruiting Manual-Enlisted, Chapter 2J-2, February 2000.

<sup>10</sup> Ibid.

<sup>11</sup> Ibid

applicant should obtain civilian medical/counseling records for Chief Medical Officer review.<sup>12</sup>

Finally, if the recruiters have any questions regarding the medical prescreening process, they are strongly encouraged to use “Dial-a-Medic,” which puts them in touch with a Military Entrance Processing Station (MEPS) physician. If the applicant is found to have a condition that may be disqualifying, it is then up to the recruiter to pursue a waiver for that condition.

## **2. Military Entrance Processing Station (MEPS)**

Once the applicant has completed the prescreen he or she is sent to a MEPS for further processing. The MEPS plays a vital role in maintaining the nation's military might by ensuring that each new member of the Armed Forces (Army, Marine Corps, Navy, Air Force and Coast Guard) meets the high mental, moral, and medical standards required by the Department of Defense and the military services. Through its 65 facilities across the country, MEPSs determine whether applicants are qualified for enlistment based on standards set by each of the services.<sup>13</sup>

During their site visit to RTC, the authors of this thesis were also afforded the opportunity to tour the local MEPS in Des Plaines, IL with a medical officer from the U.S. Military Entrance Processing Command's (USMEPCOM) Medical Plans and Policy Department and observe the medical briefing that is given to all military applicants. Every applicant undergoes a thorough physical examination to determine his or physical qualifications for enlistment into one of the military services. The medical processing at a MEPS is shown in Figure 1. Prior to the examination, applicants are required to complete DD Form 2807-1, Report of Medical History. (See Appendix B for an example of this form.) At the MEPS, applicants complete this form with the assistance of medical personnel, who go over each question individually, ensuring that the applicants answer all questions as accurately as possible. An important point to note here is that, prior to the medical screening, each MEPS commander gives a presentation on the process. The authors were fortunate to observe this very enlightening presentation. On numerous

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<sup>12</sup> COMNAVCRUITCOMINST 1130.8F, Navy Recruiting Manual-Enlisted, Chapter 2J-2, February 2000. Emphasis in original.

<sup>13</sup> United States Military Entrance Processing Command website <http://www.mepcom.army.mil/meps.asp>, February 2006.

occasions during the presentation, the MEPS commander stressed the importance of honesty to the applicants when answering questions regarding their medical history. He also discussed Article 83 of the Uniform Code of Military Justice, which covers fraudulent enlistments. The final point of emphasis in the presentation was focused on question 17e on the DD Form 2807-1, which asks if the applicant has ever received “counseling” of any type. Here again, the MEPS Commander stressed to the applicants the importance of honesty when answering this question.

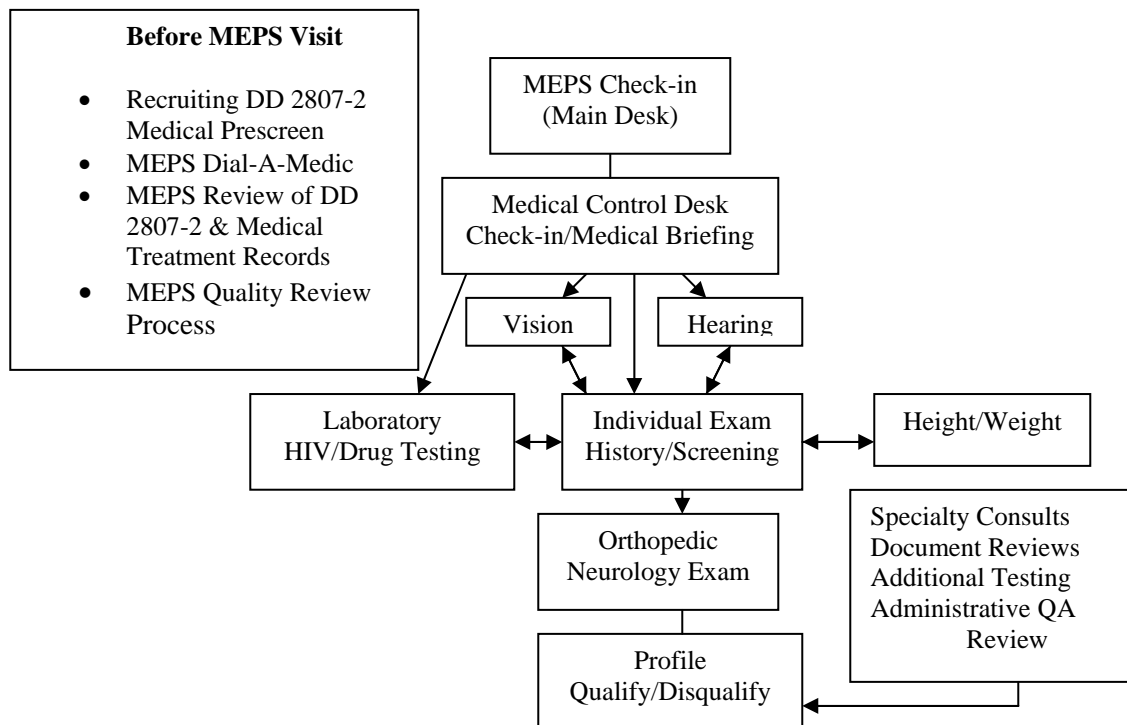


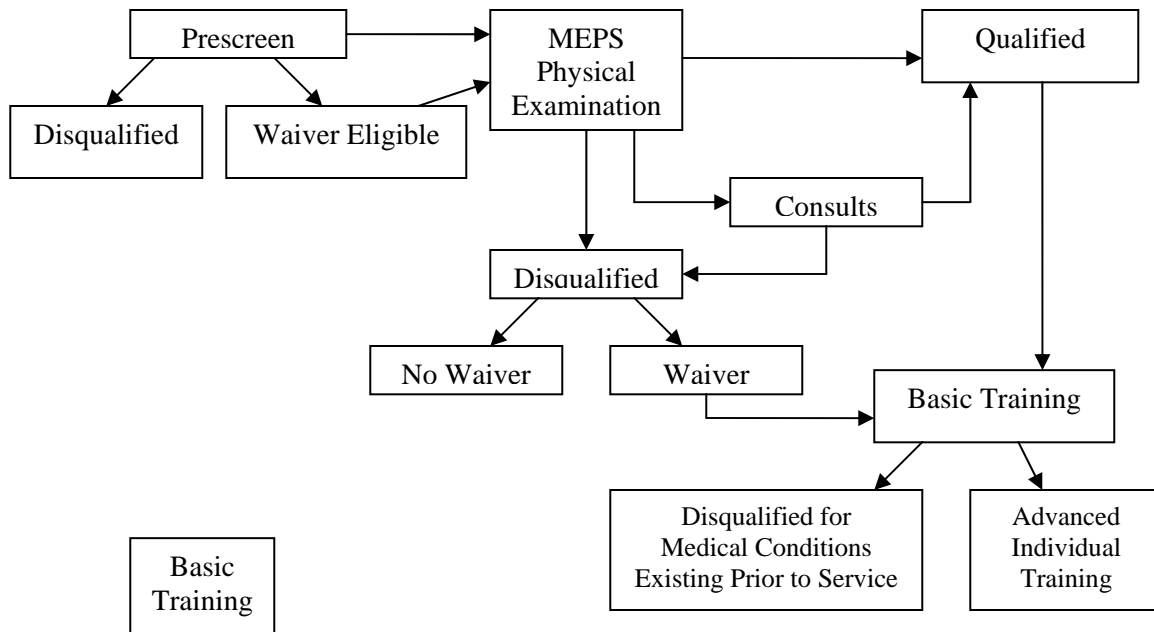
Figure 1. Medical Evaluation Process

Source: *Assessing Fitness for Military Enlistment: Physical, Medical, and Mental Health Standards*, National Research Council, 2006.

Once the DD Form 2807-1 is completed, all applicants receive a thorough physical exam by a physician. This is where any questions that were answered with a “yes” can be further discussed privately between the physician and the applicant. Here, the authors learned that the MEPS physician does not have the applicant’s entire record to review during, or prior to, the examination. The physician only has the information pertaining to the applicant’s medical history that was provided by the applicant or a

recruiter. The physician does not have any documentation regarding the applicant's social history that may be consistent with a psychiatric condition, such as the applicant's criminal history, school history, or any other history that may demonstrate problems with authority or raise other concerns for a potential psychiatric disorder. If the physician does find something during the examination that may be consistent with a psychiatric disorder, the applicant can be referred for a psychiatric evaluation before being physically qualified for enlistment. The MEPS toured by the authors during their visit is one of the few MEPS that has a civilian contracted psychiatrist on staff who performs the psychiatric evaluations and makes recommendations to the MEPS Chief Medical Officer (CMO) on whether or not an applicant is qualified for enlistment. In cases where the MEPS do not have a psychiatrist on staff, the applicants are referred to a psychiatrist in the nearby community for an evaluation prior to enlistment.

After the physical examination is complete, the applicant is either found physically qualified to enlist or, if a disqualifying condition is uncovered, a waiver may be requested by the applicant. At this point it is important to clarify that, in the event of a condition that could be potentially waiverable, the MEPS notifies the applicant's recruiter, who is then responsible for pursuing the waiver; the MEPS does not generate the waiver request. At the conclusion of the MEPS evaluation, qualified applicants are then enlisted into the Delayed Entry Program while they await the date when they are shipped to boot camp. Figure 2 provides an overview of applicant medical outcomes.



Basic Training = Basic Combat Training, Basic Military Training, or other service equivalent

Figure 2. Applicant Medical Processing  
Source: *Assessing Fitness for Military Enlistment: Physical, Medical, and Mental Health Standards*, National Research Council, 2006.

### 3. Delayed Entry Program (DEP)

Delayed entry is the military status gained by a new recruit when his or her entry to active duty (ACDU) or initial active duty for training (IADT) is postponed for up to one year.<sup>14</sup> MEPS personnel prepare and issue orders assigning DEP enlistees to inactive duty the same day the DEP enlistment is made at a MEPS, as described above. The DEP is a tool used by the military services to manage inventory levels and balance high and low recruiting cycles. Chapter 6 of COMNAVCRUITCOMINST 1130.8F describes participation in the DEP, including policies and standards for administrative separation of DEP personnel. Once assigned to inactive duty in the DEP, recruits must continue to meet all qualifications for the program in which they are enlisted to remain in the DEP. A member who becomes disqualified for the program in which they enlisted must be reclassified into a different program, or be administratively separated from the DEP if no longer enlistment-eligible or unwilling to accept an alternate program.<sup>15</sup>

<sup>14</sup> COMNAVCRUITCOMINST 1130.8F, Navy Recruiting Manual-Enlisted, Chapter 6A-1, February 2000.

<sup>15</sup> Ibid.



Enlistees prepare themselves for entrance into the military while they are in the DEP. They learn about their respective service branch and prepare themselves both physically and mentally for their indoctrination into military service. In November 2000, in an attempt to reduce DEP attrition and to assist recruiters in managing personnel assigned to the DEP, Commander, Navy Recruiting Command developed a website called Cyber DEP. A 2002 study conducted by the Center for Naval Analyses (CNA) states the following regarding this site:

The basic premise behind the website is that an opportunity for learning about the Navy and communication with recruiters and fellow DEPers 24/7 could allow for greater Navy indoctrination, and thereby reduce DEP attrition. This has become particularly important in recent years, as the Navy has faced increasing recruiting difficulties. As a consequence of these difficulties, recruiters have less time to spend with DEPers, and DEPers are spending less time in DEP, resulting in fewer opportunities to learn about Navy life, pass the Personal Qualifications Standards (PQS), and become indoctrinated into the Navy.<sup>16</sup>

This CNA study concluded that the website had a significant impact on reducing attrition from recruits in the DEP; further, in most cases, the more recruits utilized the website, the greater the reduction in attrition.<sup>17</sup>

## **B. PURPOSE AND BENEFITS OF THE STUDY**

The primary purpose of this study is to examine the process of documenting attrition at RTC Great Lakes in an attempt to determine the accuracy of the current process. The study looks at how a recruit is separated from the Navy at RTC by examining the administrative separation process, from the time the recruits are recommended for separation until they have departed RTC. The study focuses not only on the process of separation, but also on the database utilized by RTC to document attrition. The database, Corporate Enterprise Training Activity Resource System (CETARS), is discussed in detail in Chapter IV. In a related analysis, this study further attempts to examine statistical differences between recruits who attrite and recruits who complete basic training.

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<sup>16</sup> Golfin, Peggy A. and Shuford, R., "Delayed Entry Program (DEP) Management in the 21st Century: How Effective Was the Navy's Cyber DEP Website," Center for Naval Analyses, Alexandria, VA: January 2002.

<sup>17</sup> Ibid.

This study attempts to answer the following primary and secondary research questions:

**1. Primary Research Questions**

- Do the person events codes used in the CETARS database accurately document the different reasons for medical and psychiatric attrition at RTC?
- Can the current documentation system utilized at RTC be improved for research purposes?
- What are the specific psychiatric conditions that result in separation from RTC?
- What are the most common Separation Program Designator (SPD) codes documented on the DD 214 and is there a relationship between the SPD codes and the CETARS person events code in describing attrition at RTC?

**2. Secondary Research Questions**

- Are differences found between the characteristics of recruits who attrite and recruits who complete basic training?
- Are some characteristics better predictors of certain types of discharge?

As noted earlier, first-term military attrition continues to be a concern for the military services in general, and the Navy in particular. Numerous studies have been conducted regarding first-term military attrition and the costs associated with premature discharge. These studies are discussed in the Literature Review section (Chapter II) of this study. Many of these studies focus on the manner in which the military services document attrition. This study, by examining the accuracy of the documentation system currently utilized by the Navy at its only recruit training facility, may assist in determining more accurate attrition reasons. This may, in turn, assist the Navy in developing an alternate data system to document reasons for attrition. Furthermore, by gaining insight into the actual reasons for attrition, the Navy may be better able to develop alternative approaches for reducing attrition and alleviating the associated costs.

### **C. SCOPE AND METHODOLOGY**

The scope of this thesis is limited to attrition from RTC Great Lakes, IL during the time period from December 2003 through November 2005. This thesis examines data collected by the authors while on a site visit to RTC Great Lakes in December 2005. The Separation Office of Customer Service Desk (CSD) RTC maintains copies of the separation packages (referred to as “retained files”), for the previous two years, for every recruit discharged from RTC. The authors reviewed 779 of these “retained files” and collected data pertinent to this study during the site visit. The data were then transferred into a Microsoft Excel spreadsheet for analysis. The authors elected to obtain data from the “retained files” maintained by CSD to validate two previous studies by using different data. These studies were conducted in 2005 by Jones<sup>18</sup> and by Farr and Snowden,<sup>19</sup> which both observed RTC attrition by examining data from the Corporate Enterprise Training Activity Resource System (CETARS).

In addition to the data collected from the “retained files,” the authors also obtained data from the CETARS database as well as from the Defense Manpower Data Center (DMDC) on recruits separated between December 2003 and November 2005. The data obtained from the three data sources were then merged into one data set for analysis using SAS software.

To answer the secondary questions, the present study used multivariate logistic regression analysis on a previous data set provided by Navy Recruiting Command (CNRC) from the Personalized Recruiting for Immediate and Delayed Enlistment (PRIDE). This data file contains information on all new recruits who entered Recruit Training Command (RTC) from FY 2000 through FY 2004. The process of data collection and the types of information obtained for this thesis are discussed in greater detail in Chapters III, IV, and V of this thesis.

Institutional Review Board (IRB) approval was obtained through the Great Lakes Scientific Review Committee, as well as by the Naval Postgraduate School’s IRB, prior

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<sup>18</sup> Andrew L. Jones, “First Watch: Predicting RTC Attrition,” (Millington, TN: Navy Personnel Research, Studies, and Technology (NPRST), 2005).

<sup>19</sup> Monica R. Farr and Michael J. Snowden, “An Examination of the Impact of Psychiatric Conditions on Recruit Training Command Attrition Rate,” NPS Thesis (September 2005).

to the collection and analysis of the data collected during the site visit. Confidentiality of personal data was maintained by using a unique identifier so that the information obtained could not be tracked to individual recruit records.

#### **D. ORGANIZATION OF THE THESIS**

This thesis includes seven chapters. Chapter I provides background information for the recruiting and waiver processes for enlisted Navy personnel and an overview of the reasons why this study is important not only to RTC Great Lakes, but also to the entire Navy. This chapter also describes the scope of the thesis and the methodology used to both obtain and analyze the data. Chapter II is a literature review of prior studies in the arena of military attrition, with a focus on the documentation and databases utilized to study attrition. Chapter III provides information based on the attrition documentation process through the administrative separation process. It discusses the instructions and documents that govern the separation process for the Navy. Chapter IV presents the CETARS database and discusses some key definitions. It provides summary data obtained from the database regarding RTC recruit separations and the different reasons for their separation. Chapter V describes the data set obtained by the authors while visiting RTC. It also illustrates how the data obtained were used to analyze the multitude of reasons for attrition from RTC and the results of the data analysis. Chapter VI provides analysis of data from the PRIDE database using multivariate logistic regression techniques to determine if certain characteristics differentiate recruits who are separated from RTC for psychiatric reasons from recruits who are separated for other reasons. Chapter VI also utilizes logistic regression to compare recruits who separated for non-psychiatric reasons with those who were not separated while at RTC. Finally, Chapter VII summarizes the results, provides conclusions, and suggests recommendations based on the findings of this study.

## II. LITERATURE REVIEW

### A. RTC ATTRITION

In the decade of the 1990s, about one-third of enlistees in the military services failed to complete their first tour of duty, many of whom were separated within the first 6 months of their enlistments.<sup>20</sup> A 1991 RAND study estimates that approximately 27 percent of recruits who enter the military leave before completing 35 months of their first term of enlistment, noting that this level of personnel attrition represents a major loss of recruiting and training resources.<sup>21</sup> The principal goal of the RAND study was to better understand the underlying reasons for attrition and to help identify the types of policies and practices that might be effective in combating this loss of personnel.<sup>22</sup> At the time of the study, existing machine-readable databases contained only the *official justification* for early separation in the form of the Interservice Separation Code (ISC). The RAND study examined first-term attrition from a different perspective by focusing on the actual behavior that resulted in a discharge, rather than relying on the Interservice Separation Code (ISC).

RAND researchers found that a combination of reasons could explain why most recruits left service before completing the first 35 months of their initial term. One of the reasons was nearly always a work/duty problem. The other three most common reasons were: training problems, minor offenses, and mental health problems. In addition, when the researchers compared the actual behavior of recruits with the ISC code, they found that the ISCs did not capture the multiplicity of reasons behind a given recruit's separation. Furthermore, ISCs were not consistently assigned to cases involving the same underlying problem documented in the recruit's personnel folder. This led the authors to conclude that ISCs are neither valid nor reliable indicators of the true reasons for early separation.<sup>23</sup>

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<sup>20</sup>Military Attrition: DOD Could Save Millions by Better Screening Enlisted Personnel (GAO/NSIAD-97-39, January 6, 1997).

<sup>21</sup> Stephen Klein, Jennifer Hawes-Dawson, and Thomas Martin, "Why Recruits Separate Early," R-3980-FMP (Santa Monica, CA: RAND Corporation, 1991).

<sup>22</sup> Ibid.

<sup>23</sup> Ibid.

Later studies regarding first-term attrition had similar results. In 1997, for example, the U.S. General Accounting Office (GAO) estimated that the Department of Defense (DOD) and the military services spent about \$390 million during the previous year in fixed and variable costs to recruit and train individuals who never made it to their first duty stations.<sup>24</sup> As a result, the Senate Committee on Armed Services asked GAO to (1) calculate how much the services could save by achieving their goals for 6-month attrition, and (2) determine the adequacy of DOD's data. The findings suggested that, if the services could reduce their 6-month attrition by 4 percent the short-term savings would be \$4.8 million; if they cut attrition by 10 percent, they could save \$12 million.<sup>25</sup> GAO also determined that DOD's goals for reducing attrition were arbitrary and that DOD and the services did not have sufficient information to determine what portion of 6-month attrition is truly avoidable.<sup>26</sup> The services interpret and apply DOD's uniform set of separation codes differently, because there is no DOD directive on how to interpret the codes. Further, the separation codes only capture the official reason why an enlistee leaves the service when, in fact, several other factors often result in an enlistee's separation. According to GAO, service officials believe that "it is in the best interest of the basic training personnel to assign separation codes that reflect least poorly on the basic training site."<sup>27</sup>

A similar GAO report, published in 1998, finds that DOD and the services need a better understanding of the reasons for early attrition to adequately identify opportunities for reducing it. Again, GAO researchers found that separation codes were not applied uniformly across the services and that recruits with more than one reason for separation were being discharged with a single separation code. The authors recommended that DOD issue implementing guidance for how the services should apply separation codes to provide a reliable database on the reasons for attrition.<sup>28</sup>

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<sup>24</sup> Military Attrition: DOD Could Save Millions by Better Screening Enlisted Personnel (GAO/NSIAD-97-39, January 6, 1997).

<sup>25</sup> Ibid.

<sup>26</sup> Ibid.

<sup>27</sup> Ibid.

<sup>28</sup> Military Attrition: DOD Needs to Better Understand Reasons for Separation and Improve Recruiting Systems (GAO/NSIAD-98-109, March 4, 1998).

Another 1998 study of military attrition by GAO determined that, between fiscal year 1982 and 1993, 31.7 percent of all enlistees did not complete their first term of service. Also, using fiscal year 1993 cost estimates, GAO calculated that the services spent \$1.3 billion on the 72,670 enlistees who enlisted 1993 and failed to complete their first term.<sup>29</sup> This report also reinforced the finding that the services vary in their interpretations of the enlisted separation codes, that these codes capture only one of several possible reasons for a single, early discharge, and that the need still exists for more uniformity in the separation coding process. GAO reported that the services did not always have sufficient data on the precise reason for separation and seldom had made formal policy changes directed at populations the services wished to target for remedial action. GAO maintained that, without such data and formal policy changes, numerical targets would be random, and success in reducing attrition may either be unintentional or result in the failure to discharge enlistees who really should be separated. In fact, GAO concluded that collecting better data on the reasons for early discharge is critical in determining how to reduce first-term attrition.<sup>30</sup>

In 2000, GAO testified before the U.S. Senate Armed Services Subcommittee on Personnel. This testimony further reinforced the premise that more accurate information on the reasons for premature separation is needed in finding a solution to the attrition problem. In a section of the testimony titled, “Data Available on Reasons for Attrition Remain Imprecise,” GAO reported that the codes used to categorize separations are vague, more than one code can be chosen to classify the same separation, and the services use these codes differently.<sup>31</sup> GAO also pointed out, at the time of this report, that the problems they had previously uncovered regarding separation codes still existed.

In 2002, in an effort to determine predictors of Navy attrition, Booth-Kewley conducted a study of 1-year Navy attrition based on the Sailors Health Inventory Program (SHIP) questionnaire, a medical and psychosocial history questionnaire completed by all

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<sup>29</sup> Military Attrition: Better Data, Coupled with Policy Changes, Could Help the Services Reduce Early Separations (GAO/NSIAD-98-213, September 15, 1998).

<sup>30</sup> Ibid.

<sup>31</sup> Military Personnel: First-Term Recruiting and Attrition Continue to Require Focused Attention (GAO/T-NSIAD-00-102, February 24, 2000).

Navy recruits.<sup>32</sup> After analyzing 66,690 Navy recruits, it was discovered that the strongest predictors of overall attrition were educational level, self-reported history of shortness of breath, being suspended or expelled from school, history of depression/excessive worry, fainting or dizziness, and recurrent back pain. In addition, Booth-Kewley found that similar predictors were associated with different types of attrition. The author postulated that one reason for these similarities is the overlap and ambiguity of the discharge codes. For example, an individual separated for medical problems might be categorized either as a medical discharge or as an administrative discharge (erroneous enlistment), and these codes are often utilized by each of the services in an inconsistent and subjective manner.<sup>33</sup>

In a follow-on study in 2002, utilizing a composite of 40 diverse SHIP questions (including medical questions), Larson discovered that the most valid individual SHIP items for predicting attrition tended to be psychiatric or behavioral in nature. Additional analysis revealed that the 40-item composite is considerably more effective in predicting attrition than either educational credential or mental aptitude score.<sup>34</sup>

In 2005, Jones attempted to predict RTC attrition by comparing CETARS-coded data with existing First Watch databases. The data, which contained 25,899 observations, were obtained from the First Watch New Sailor, RTC Graduate, and Exit surveys. Jones noted that the CETARS disposition codes accurately reflect the correct reason for attrition; however, although there may be multiple reasons for separation, only the most prevalent reason is coded in CETARS. Jones discovered that there were two significant causes of preexisting condition attrition: psychiatric/behavioral conditions and drug involvement. This study validates previously identified conditions of RTC attrition and offers quantifiable data to support existing anecdotal evidence about factors that contribute to RTC attrition. In particular, Jones found that preexisting psychiatric

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<sup>32</sup> Stephanie Booth-Kewley, "Predictors of Navy Attrition. I. Analysis of 1-Year Attrition," Military Medicine, vol. 167, (September 2002): 760.

<sup>33</sup> Ibid.

<sup>34</sup> Gerald E. Larson, "Predictors of Navy Attrition. II. A Demonstration of Potential Usefulness for Screening," Military Medicine, vol. 167, (September 2002): 770.



behavioral conditions make up 38 percent of all RTC attrition, while drug-related conditions account for 16 percent of all RTC attrition.<sup>35</sup>

In 2005, Farr and Snowden examined the impact of psychiatric conditions on the RTC attrition rate. After completing an analysis of 227,842 PRIDE records, 233,152 CETARS records, and 4,279 Legal recruit records covering fiscal years 2000 through 2004, Farr and Snowden discovered that over 36 percent of all attrition was for psychiatric reasons. They also reported that, of the 36 percent of attrition for psychiatric reasons, 90 percent was attributed to the pre-service conditions of Personality Disorder and Psychiatric (Situational Reaction).<sup>36</sup>

Table 1, taken from Farr and Snowden, shows RTC attrition rates by category from the CETARS data for fiscal years 2000 through 2004. As seen here, 37 percent of all the reasons for recruit attrition over the 5-year period are attributed to psychiatric reasons, while another 29 percent are due to other medical factors.

Table 1. Total RTC Attrition Rates (Percent) by Category, CETARS data for Fiscal Years 2000 through 2004

<b>Category</b>	<b>2000</b>	<b>2001</b>	<b>2002</b>	<b>2003</b>	<b>2004</b>	<b>Total</b>
Psychiatric	37.9	34.3	37.9	31.8	42.8	<b>37.0</b>
Medical	22.2	28.3	25.5	38.5	30.86	<b>29.1</b>
Drugs	30.0	24.0	23.0	22.0	17.4	<b>23.1</b>
Legal	7.1	10.1	7.0	2.0	2.1	<b>6.0</b>
Administrative and Other	3.0	4.0	7.0	6.2	7.0	<b>5.3</b>

Source: Farr, Monica R. and Snowden, Michael J. "An Examination of the Impact of Psychiatric Conditions on Recruit Training Command Attrition Rate." Master's Thesis, Naval Postgraduate School (September 2005).

Table 2, also from Farr and Snowden, shows RTC attrition by psychiatric conditions from CETARS data for fiscal years 2000 through 2004. This table identifies

<sup>35</sup> Andrew L. Jones, "First Watch: Predicting RTC Attrition," (Millington, TN: Navy Personnel Research, Studies, and Technology (NPRST), 2005).

<sup>36</sup> Monica R. Farr and Michael J. Snowden, "An Examination of the Impact of Psychiatric Conditions on Recruit Training Command Attrition Rate," Master's Thesis, Naval Postgraduate School (September 2005).

the two psychiatric conditions that account for 90 percent of the overall attrition rate of 36 percent.

Consistent with the results of the GAO studies discussed above, Farr and Snowden discovered that the categories encompassing psychiatric attrition are very broad and do not allow for meaningful interpretation of RTC attrition rates. For example, Personality Disorders can be further categorized into one of the following types: Paranoid, Schizoid, Schizotypal, Antisocial, Borderline, Histrionic, Narcissistic, Avoidant, Dependent, and Obsessive-Compulsive, yet they are simply recorded as Personality Disorder in the PRIDE and CETARS databases.<sup>37</sup> Consequently, Farr and Snowden recommended that a new database be developed to better track specific reasons for separations. They argued that this would allow for a more accurate determination of the causes of attrition and assist in developing policies to decrease it.

Table 2. RTC Attrition Rates (Percent) by Psychiatric Conditions, CETARS data for Fiscal Years 2000 through 2004

<b>Category</b>	<b>2000</b>	<b>2001</b>	<b>2002</b>	<b>2003</b>	<b>2004</b>	<b>Total</b>
Psychiatric (Situational Reaction)	64.3	56.0	50.0	51.0	49.0	<b>54.0</b>
Personality Disorder	27.0	28.2	41.0	40.0	40.4	<b>35.1</b>
Suicide Behavior (Situation Reaction)	5.0	11.0	7.0	7.0	8.0	<b>7.4</b>
Enuresis (Bedwetting)	3.0	4.0	2.1	2.0	2.1	<b>2.4</b>
Sleepwalking	2.0	2.0	1.0	1.4	1.0	<b>1.3</b>

Source: Farr, Monica R. and Snowden, Michael J. "An Examination of the Impact of Psychiatric Conditions on Recruit Training Command Attrition Rate," Master's Thesis, Naval Postgraduate School (September 2005).

<sup>37</sup> Monica R. Farr and Michael J. Snowden, "An Examination of the Impact of Psychiatric Conditions on Recruit Training Command Attrition Rate," Master's Thesis, Naval Postgraduate School (September 2005). PRIDE is an acronym for Personalized Recruiting for Immediate and Delayed Enlistment.

## B. PREVALENCE OF PSYCHIATRIC CONDITIONS

It is important to look at the prevalence of psychiatric conditions in the overall U.S. population to better understand RTC attrition. The 2001-2002 National Epidemiologic Survey on Alcohol and Related Conditions (NESARC) found that, of personality disorders in the general population, 14.8 percent meet standard diagnostic criteria for at least one personality disorder as defined in the American Psychiatric Association's Diagnostic and Statistical Manual of Mental Disorders – Fourth Edition (DSM-IV).<sup>38</sup> According to the survey:

The NESARC found that the personality disorders are pervasive in the general population: In 2001-2002, fully 16.4 million individuals (7.9 percent of all adults) had obsessive-compulsive personality disorder; 9.2 million (4.4 percent) had paranoid personality disorder; 7.6 million (3.6 percent) had antisocial personality disorder; 6.5 million (3.1 percent) had schizoid personality disorder; 4.9 million (2.4 percent) had avoidant personality disorder; 3.8 million (1.8 percent) had histrionic personality disorder; and 1.0 million (0.5%) had dependent personality disorder.<sup>39</sup>

The same survey also reported comorbidity between substance use disorders and independent mood and anxiety disorder. Approximately 20 percent of people with a current substance use disorder also experienced a mood or anxiety disorder in the same time period.<sup>40</sup>

Kessler, Demler, Frank, et al., in June 2005, reviewed the prevalence and treatment of mental disorders from 1990 to 2003.<sup>41</sup> Their results showed that the prevalence of disorders did not change during this period. From 1990 to 1992, the study found that 29.4 percent of the surveyed adults reported a mental disorder within 12 months of being interviewed. From 2001 to 2003, 30.5 percent of the adults reported a mental disorder within 12 months of being interviewed. The treatment rate had increased during these two separate periods, from 20.3 percent (1990-1992) to 32.9 percent (2001-

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<sup>38</sup> *Landmark Reports on the Prevalence of Personality Disorders in the United States*. (August 2, 2004). <http://www.nih.gov/news/pr/aug2004/niaaa-02.htm>, October 2005.

<sup>39</sup> Ibid.

<sup>40</sup> *Largest Ever Comorbidity Study Reports Prevalence and Co-Occurrence of Alcohol, Drug, Mood and Anxiety Disorders*. (August 2, 2004). <http://www.nih.gov/news/pr/aug2004/niaaa-02a.htm>, October 2005.

<sup>41</sup> Kessler R.C., Demler, O, Frank R.G., et al. (2005). "Prevalence and Treatment of Mental Disorders, 1990 to 2003." *New England Journal of Medicine* 352: 2515-2523.

2003). However, only half of those who received treatment met diagnostic criteria for a mental disorder. The authors concluded that most people with a mental disorder did not receive treatment.<sup>42</sup>

The 1999 Surgeon General Report on mental health estimated “. . . that at least one in five people has a diagnosable mental disorder during the course of a year.”<sup>43</sup> Estimates in the Surgeon General’s report are from the Epidemiologic Catchment Area (ECA) study from the 1980s and the National Comorbidity Survey (NCS) from the 1990s.

Table 3 shows the best estimate 1-year prevalence rates based on ECA and NCS for persons aged 18—54 years.

Table 3. Best Estimate 1-Year Prevalence Rates (Percent) Based on ECA and NCS<sup>44</sup>, Persons aged 18-54 Years

	<b>ECA Prevalence (%)</b>	<b>NCS Prevalence (%)</b>	<b>Best Estimate ** (%)</b>
Any Anxiety Disorder	13.1	18.7	16.4
Simple Phobia	8.3	8.6	8.3
Social Phobia	2.0	7.4	2.0
Agoraphobia	4.9	3.7	4.9
GAD	(1.5)*	3.4	3.4
Panic Disorder	1.6	2.2	1.6
OCD	2.4	(0.9)*	2.4
PTSD	(1.9)*	3.6	3.6
Any Mood Disorder	7.1	11.1	7.1
MD Episode	6.5	10.1	6.5
Unipolar MD	5.3	8.9	5.3
Dysthymia	1.6	2.5	1.6
Bipolar I	1.1	1.3	1.1
Bipolar II	0.6	0.2	0.6

<sup>42</sup> Kessler R.C., Demler, O, Frank R.G., et al. (2005). “Prevalence and Treatment of Mental Disorders, 1990 to 2003.” *New England Journal of Medicine* 352: 2515-2523.

<sup>43</sup> *Epidemiology of Mental Illness*. (1999).  
[http://www.surgeongeneral.gov/library/mentalhealth/chapter2/sec2\\_1.html](http://www.surgeongeneral.gov/library/mentalhealth/chapter2/sec2_1.html), November 2005.

<sup>44</sup> Epidemiological Catchment Area (ECA) and National Comorbidity Study (NCS).

	<b>ECA Prevalence (%)</b>	<b>NCS Prevalence (%)</b>	<b>Best Estimate ** (%)</b>
Schizophrenia	1.3	—	1.3
Nonaffective Psychosis	—	0.2	0.2
Somatization	0.2	—	0.2
ASP	2.1	—	2.1
Anorexia Nervosa	0.1	—	0.1
Severe Cognitive Impairment	1.2	—	1.2
<b>Any Disorder</b>	<b>19.5</b>	<b>23.4</b>	<b>21.0</b>

Source: D. Regier, W. Narrow, & D. Rae, personal communication, 1999.

\*Numbers in parentheses indicate the prevalence of the disorder without any comorbidity. These rates were calculated using the NCS data for GAD and PTSD, and the ECA data for OCD. The rates were not used in calculating the any anxiety disorder and any disorder totals for the ECA and NCS columns. The unduplicated GAD and PTSD rates were added to the best estimate total for any anxiety disorder (3.3%) and any disorder (1.5%).

\*\*In developing best-estimate 1-year prevalence rates from the two studies, a conservative procedure was followed that had previously been used in an independent scientific analysis comparing these two data sets (Andrews, 1995). For any mood disorder and any anxiety disorder, the lower estimate of the two surveys was selected, which for these data was the ECA. The best estimate rates for the individual mood and anxiety disorders were then chosen from the ECA only, in order to maintain the relationships between the individual disorders. For other disorders that were not covered in both surveys, the available estimate was used.

Key to abbreviations: ECA, Epidemiologic Catchment Area; NCS, National Comorbidity Study; GAD, generalized anxiety disorder; OCD, obsessive-compulsive disorder; PTSD, post-traumatic stress disorder; MD, major depression; ASP, antisocial personality disorder.

## C. CONCLUSION

This chapter provided a review of the current literature regarding the subject of military attrition. It can be gleaned from the studies discussed in this chapter that military attrition continues to be a major concern, especially when it comes to determining the reasons for attrition and the manner in which the military services document the attrition that does occur. In addition to reviewing the literature on attrition, this chapter also looks at the prevalence of psychiatric conditions in the overall U.S. population to better understand RTC attrition. When discussing the mental health of the youth population in America the National Research Council reports:that:

...roughly 10 to 15 percent of older adolescents will have at least one criterion-based psychiatric diagnosis that causes a high level of functional impairment (other than attention deficit hyperactivity disorder), with a

significant proportion of those suffering from two or more psychiatric disorders.<sup>45</sup>

This demonstrates that psychiatric disorders at RTC are similar to those in the civilian population.

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<sup>45</sup> National Research Council, *Assessing Fitness for Military Enlistment: Physical, Medical, and Mental Health Standards*. The National Academies Press, Washington, D.C.: 2006.

### **III. ADMINISTRATIVE SEPARATION GUIDANCE**

#### **A. MILPERSMAN 1910 (ENLISTED SEPARATIONS)**

The Navy Military Personnel Manual (MILPERSMAN) 1910 discusses general information and Administrative Separation policy. Specifically, the policy regarding administrative separation states the following:

Navy policy is to promote readiness by maintaining high standards of conduct and performance. The enlisted separation policy promotes readiness by providing a means to: 1) judge the suitability of persons to serve on the basis of their conduct and their ability to meet the required standards of performance, 2) maintain standards of performance and conduct through characterization of service in a system that emphasizes the importance of honorable service, 3) achieve authorized force levels and grade distributions, and 4) provide for the administrative separation of enlisted personnel in a variety of circumstances.<sup>46</sup>

Furthermore, this section of the manual describes the considerable resources utilized to recruit, train, and retain service members; and that separation prior to the end of a recruit's obligated service results in a loss of investment, and consequently an increase in accessions. On the other hand, retaining individuals who do not conform to Navy standards of conduct, performance, and discipline ultimately wastes scarce resources and hurt unit effectiveness. As noted in the MILPERSMAN:

Both situations represent an inefficient use of limited defense resources; therefore, every reasonable effort must be made to identify, in a timely manner, members who exhibit likelihood for early separation; and either improve their chances of retention through counseling, retraining, and rehabilitation; or separate promptly those members who do not demonstrate potential for further services.<sup>47</sup>

This thesis focuses on the latter population of recruits and their reasons for separation. See Appendix C for a complete listing and description of the different reasons for separation.

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<sup>46</sup> Navy Military Personnel Manual website  
[http://buperscd.technology.navy.mil/bup\\_updt/508/milpers/1910-010.htm](http://buperscd.technology.navy.mil/bup_updt/508/milpers/1910-010.htm), December 2005.

<sup>47</sup> Navy Military Personnel Manual website  
[http://buperscd.technology.navy.mil/bup\\_updt/508/milpers/1910-010.htm](http://buperscd.technology.navy.mil/bup_updt/508/milpers/1910-010.htm), December 2005.

Two methods are used to notify recruits of their impending Administrative Separation. According to MILPERSMAN 1910-400, Administrative Separation (ADSEP) Processing Notification, the two types are Notification Procedure and Administrative Board Procedure. Under the Notification Procedure, the member is told that the least favorable characterization of service possible is General; and that he or she has a right to elect an administrative board only if he or she has 6 or more years of total service and/or reserve military service. With the Administrative Board Procedure, the member is told that the least favorable characterization of service possible is Under Other Than Honorable; and that he or she has the right to elect an administrative board regardless of the number of years of active and/or reserve military service. According to the Leading Chief Petty Officer of the Legal Department at RTC, 98 percent of all recruits are separated using the Notification Procedure.<sup>48</sup>

Processing administrative separation for all reasons described as follows in MILPERSMAN 1910-210:

The administrative separation (ADSEP) process encompasses a performance review of a service member's entire military record, especially the current enlistment; accordingly, commands are required to process members for all reasons for which minimum criteria are met. This enables the separation authority to approve separation for the most appropriate reason and prevents processing a member one offense at a time.<sup>49</sup>

This section also notes that, for members being separated for more than one reason, dual processing is intended to describe separate events/incidents, not the same situation. For example, a recruit being separated for homosexual conduct, as evidenced by engaging in, attempting to engage in, or soliciting another to engage in homosexual acts, should not also be separated for misconduct due to commission of a serious offense. However, the same recruit could be separated for homosexual conduct and misconduct due to drug abuse. Here, it is important to note that, even though a recruit is separated for multiple reasons, the CETARS database used to document attrition at RTC only has the

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<sup>48</sup> Personal communication with Leading Chief Petty Officer RTC Legal Department, January 2006.

<sup>49</sup> Navy Military Personnel Manual website  
[http://buperscd.technology.navy.mil/bup\\_updt/508/milpers/1910-210.htm](http://buperscd.technology.navy.mil/bup_updt/508/milpers/1910-210.htm), December 2005



capability of recording a single reason or person events code. This limitation is discussed in greater detail in Chapter IV.

MILPERSMAN 1910-410 specifically deals with separation processing for more than one reason. The guidelines from this section direct that the requirements for each reason will be applied to the fullest extent possible and that, if more than one reason for separation is approved by an administrative board, the guidance on characterization that provides for the least favorable discharge should be applied. In addition, it is noted that separation for misconduct should normally take precedence over all other reasons for separation unless the misconduct is minor in nature and/or far removed in time.<sup>50</sup>

Since many recruits are separated at RTC for either an “erroneous” or “fraudulent” enlistment, it is important to explain the distinction between the two types of separation. As noted in MILPERSMAN 1910-130, a member may be separated on the basis of erroneous enlistment when: 1) the enlistment would not have occurred if relevant facts had been known by Department of the Navy (DON) or had appropriate directives been followed; 2) the enlistment was not the result of fraudulent conduct on the part of member; and 3) the defect is unchanged in any material respect.<sup>51</sup> Conversely, members may be separated for effecting a fraudulent enlistment, induction, or period of service by falsely representing or deliberately concealing any qualifications or disqualifications prescribed by law, regulation, or orders.<sup>52</sup> Basically, an erroneous enlistment occurs when otherwise disqualifying information on the recruit is unknown prior to enlistment. A fraudulent enlistment is when the information is known prior to enlistment and, for whatever reason, is purposely withheld or misrepresented.

The authority for separation is also covered in MILPERSMAN. Section 1910-702 explains that the Separation Authority (SA) is the individual who makes the final retention or separation decision. Depending on the reason for processing and the circumstances of the case, the SA can include any of the following: 1) Commanding

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<sup>50</sup> Navy Military Personnel Manual website  
[http://buperscd.technology.navy.mil/bup\\_updt/508/milpers/1910-410.htm](http://buperscd.technology.navy.mil/bup_updt/508/milpers/1910-410.htm), December 2005.

<sup>51</sup> Navy Military Personnel Manual website  
[http://buperscd.technology.navy.mil/bup\\_updt/508/milpers/1910-130.htm](http://buperscd.technology.navy.mil/bup_updt/508/milpers/1910-130.htm), December 2005.

<sup>52</sup> Navy Military Personnel Manual website  
[http://buperscd.technology.navy.mil/bup\\_updt/508/milpers/1910-134.htm](http://buperscd.technology.navy.mil/bup_updt/508/milpers/1910-134.htm), December 2005.

officer (CO), 2) General Court-Martial Convening Authority (GCMCA), 3) Navy Personnel Command (NAVPERSCOM), Enlisted Performance and Separations Section (PERS-4832) or Reserve Enlisted Personnel Section (PERS-4913) as appropriate, or 4) Secretary of the Navy (SECNAV) (via NAVPERSCOM (PERS-4832 or PERS-4913) as appropriate. The SA for recruits undergoing separation at RTC is the Commanding Officer (CO). Also, any SA can refer a case to NAVPERSCOM for action. This can be useful if unique circumstances are present, although this rarely occurs at RTC.

Prior to separation, every recruit is required to undergo a pre-separation interview. This interview, conducted by the RTC Legal Department and outlined in MILPERSMAN 1910-802, informs recruits as to whether or not they are recommended for reenlistment, and they are afforded an opportunity to express their desires regarding reenlistment intentions. Recruits who are not recommended for reenlistment are advised in writing using NAVPERS 1070/613 (10/81), Administrative Remarks, of the reason for non-recommendation. When a recruit is recommended for reenlistment, the following must take place, as outlined in MILPERSMAN 1910-802:

- Advise member of the Navy career advantages (i.e., training, promotions, pay and allowances, retirement benefits, etc.);
- Brief the various deadlines for reenlistment bonus eligibility;
- If eligible, provide the opportunity to reenlist in the Navy for inactive duty. Provide the address and telephone number of Navy recruiter nearest to member's home of record; and
- Where there is no intent to immediately reenlist, advise the member that future reenlistments may require Navy Personnel Command (NAVPERSCOM) approval and application via a Navy recruiter.<sup>53</sup>

In all cases, an entry is made on NAVPERS Form 1070/613-Administrative Remarks (this form documents all administrative issues for recruits and is retained in their military service record), reflecting, at a minimum, the interview date, a recruit's reenlistment intentions, and the Commanding Officer's recommendation regarding retention. A rationale is also provided for not recommending reenlistment.

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<sup>53</sup> Navy Military Personnel Manual website  
[http://buperscd.technology.navy.mil/bup\\_updt/508/milpers/1910-802.htm](http://buperscd.technology.navy.mil/bup_updt/508/milpers/1910-802.htm), December 2005.

## **B. BUREAU OF NAVAL PERSONNEL INSTRUCTION 1900.8B**

The Separation Program Designator (SPD) codes are documented on the Certificate of Release or Discharge from Active Duty (DD 214) that all military members receive upon discharge from military service. The instructions for issuance and guidance for DD 214 are documented in BUPERS Instructions 1900.8B, which was most recently updated in May 2005. According to the instruction, the DD 214 provides the military services with information necessary for administrative processing and enlistment/reenlistment determination as well as data required by separatees for personal use. Furthermore, it affords the military services with a readily available source of information used to determine eligibility for enlistment or reenlistment, service members with a brief record of active service, and appropriate governmental agencies with an authoritative source of information that they require in the administration of federal and state laws.<sup>54</sup>

In addition to the SPD codes documented on the DD 214, the form also contains Reentry codes that are used by all branches of the military to determine whether a person desiring to reenlist in the military is qualified. See Appendices D and E for a complete listing of both the SPD and Reentry codes.

According to BUPERS Instruction 1900.8B, recruits who have been in the military for less than 180 days (which is the case for all recruits at RTC) are separated as uncharacterized, Entry Level Separation (ELS). This is also documented in MILPERSMAN 1910-308, where it states that “a separation initiated while a member is in entry-level status (i.e., within first 180 days of continuous active duty, computation starts upon enlistment and terminates on the date notification of separation proceedings are initiated) will be described as ELS.”<sup>55</sup> Now that it has been determined that a recruit will undergo an ELS via the Notification Procedure as described above, the following section describes the process of how the attrition/separation is documented at RTC.

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<sup>54</sup> Navy Military Personnel Manual website  
[http://buperscd.technology.navy.mil/bup\\_updt/508/INSTRUCTIONS/19008/19008.htm#TOC](http://buperscd.technology.navy.mil/bup_updt/508/INSTRUCTIONS/19008/19008.htm#TOC), December 2005.

<sup>55</sup> Navy Military Personnel Manual website  
[http://buperscd.technology.navy.mil/bup\\_updt/508/milpers/1910-308.htm](http://buperscd.technology.navy.mil/bup_updt/508/milpers/1910-308.htm), December 2005.

### **C. ATTRITION CODING PROCESS**

Once a recruit at RTC has been deemed to be unfit for service, he or she is processed for separation from the Navy. To begin with, according to RTC Legal, six potential categories are used to separate a recruit. These are:

- Medical - for physically disqualifying conditions
- Psychiatry - for mentally disqualifying conditions
- Recruit Quality Assurance Team (RQAT) - for information disclosed during the Moment of Truth (MOT) which is disqualifying, but had not been disclosed previously at MEPS
- Military Training Department (MTD) - for failure to train
- Physical Fitness Assessment (PFA) - for failure to pass PFA or swim qualification
- Positive accession urinalysis - for illegal drug use

Once these cases are referred to the Legal Department, they verify that the recruit has not reached the 180-day mark and verify the reasons for separation through the authority of the MILPERSMAN. The recruit is then notified of the separation during a separation brief and the Notification process discussed above. The recruit is given the option to speak with an attorney. If they opt to do so, they meet with counsel at the Legal Department the following day. The recruit is also given the opportunity to submit a statement to the Separation Authority, which may explain the circumstances surrounding the reason for separation and give the recruit one final plea in an attempt to persuade the SA into allowing the recruit to remain in the Navy. If they elect to offer a statement, again they must submit it by the following day. Once the above steps are completed, a Report of Administrative Separation is completed and forwarded to the Commanding Officer of RTC for authorization to separate. Of note, if the recruit elects for General Courts-Martial Convening Authority review, then the Commanding Officer of RTC is no longer the SA. In this case, a Recommendation for Separation is completed, forwarded for the Commanding Officer's signature, and is submitted to the Commander Naval Service Training Command (NSTC) for authorization to separate. Commander NSTC is a two-star Admiral, under which RTC is a direct subordinate in the chain-of-command. According to RTC Legal Department<sup>56</sup>, General Courts-Martial Convening Authority

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<sup>56</sup> Personal communication with Leading Chief Petty Officer RTC Legal Department, January 2006.

review only occurs in 2 percent of the separations. Once authorization is received, the Legal Department forwards a “separation package” to CSD RTC, who then has 10 working days from the receipt of the letter to discharge the recruit.

Every recruit has a separation package, and the contents of the package vary depending on the reason the recruit is being separated. Nevertheless, every package contains the following: 1) Report of Administrative Separation, which contains references to the sections of the MILPERSMAN for which the recruit is being separated and references to the BUPERSINST 1900.8B discussed earlier, demographic data, any administrative remarks (Page 13), and comments from the CO on the reasons for separation; 2) Administrative Separation Processing Notification Procedure, which is the form that notifies the recruit that he or she is being separated, the reasons why, and the legal rights to which the recruit is entitled; and 3) the DD 214. Other forms contained in the package are specific to the reason for discharge and may include any of the following:

- Drug laboratory message
- NAVPERS 1070/606 (10/00), Record of Unauthorized Absence
- NAVPERS 1070/607 (12/75), Court Memorandum
- Copies of any other relevant NAVPERS 1070/613s (discussed earlier)
- Copy of medical officer’s evaluation
- Copy of psychiatric evaluation
- Copy of member’s DD 1966 (Rev. 11-03), Record of Military Processing-Armed Forces of the United States (for fraudulent enlistment)

See Appendix F for an example Report of Administrative Separation.

The separation packages arrive at CSD RTC daily and are placed in a five-drawer file cabinet (each drawer for a day of the week, Monday through Friday) in the Separations Branch of Building 1405. Each day, the two Navy senior enlisted personnel who input the person events codes into the CETARS database go to the file cabinet and the packages for each recruit being separated. They go through each package systematically, first looking at the CO Comments section of the Report of Administrative Separation to determine the reason for separation (one of the six areas for separation discussed earlier). Once the reason for separation is determined, the personnel entering the person events code into CETARS refer to a “Precedence List” to find the code that

matches the reason for separation. See Appendix G for the complete Person Events Code Precedence List utilized by RTC to enter the codes into the CETARS database.

The precedence list also assists those entering the codes for recruits being separated for more than one reason. It is important to note that, for recruits who are separated for more than one reason, the CETARS database is limited in that it can only accept a single code. As can be seen from the end notes in Appendix G, precedence for Psychiatric and Medical conditions is determined by primary diagnosis, and drugs takes precedence over everything unless otherwise specified by the Legal Department. Here, it is important to note that the precedence list differs from the guidance in MILPERSMAN 1910-410, discussed above, which reports that misconduct should normally take precedence over all other reasons for separation. After discussions with those who utilize CETARS at RTC and the administrators of the system in both Pensacola, FL and Norfolk, VA, the authors were unable to locate anyone who knew how the precedence list was developed or by whom. The precedence list is not located anywhere on the CETARS website, nor is it mentioned in any of the governing instructions discussed earlier in this study. When asked about how they knew to use the precedence list, those who enter the codes into CETARS at RTC claimed that they use the list simply because that is how they were taught by the previous incumbent in the job.<sup>57</sup>

#### **D. CONCLUSION**

This chapter examines the Administrative Separation guidance and the process involved in the documentation of attrition at RTC. This is a complex process that is governed by two Navy directives: the MILPERSMAN and BUPERS Instruction 1900.8B. MILPERSMAN 1910 covers the Enlisted Separations process, including the different reasons for separation, the separation authority, notification procedures, the rights of the enlisted member, and the documentation procedures. BUPERSINST 1900.8B discusses the instructions for issuance of the DD 214, as well as the separation and reentry codes utilized in the documentation.

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<sup>57</sup> Personal communication with RTC NITRAS Data Analyst, December 2005.

## **IV. CORPORATE ENTERPRISE TRAINING ACTIVITY RESOURCE SYSTEM (CETARS)**

### **A. OVERVIEW**

This section provides a broad overview of the CETARS database in relation to attrition at RTC. Data discussed in this chapter were extracted from the CETARS “Recruit Non-Grad by Month Gender Report” for the two-year period from December 2004 to November 2006, and are compared to “hard copy” records for the actual reasons of attrition.

### **B. CETARS**

The Corporate Enterprise Training Activity Resource System (CETARS) is the system currently utilized by RTC Great Lakes to record recruit attrition. Policy and reporting requirements for CETARS are guided by OPNAV Instruction 1510.10B. CETARS serves as the Navy's official source of training course description and statistical information. According to OPNAV Instruction 1510.10B: “CETARS provides the corporate database for formal training information and ensures the timely collection and dissemination of information to meet the demands of various echelons of the Navy, other DOD departments, agencies, services, and contractors, and authorized foreign governments.”<sup>58</sup> See Appendix H for a description of the functionality of CETARS.

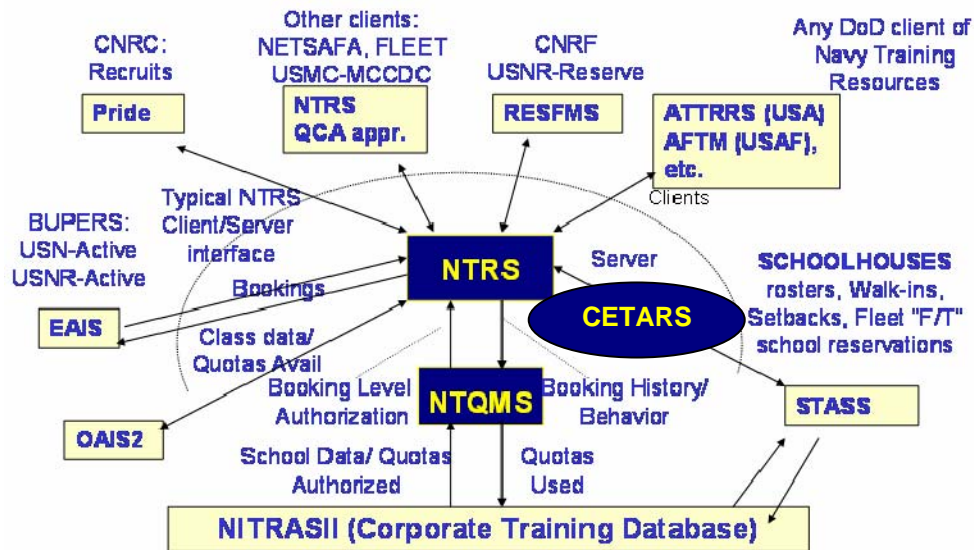
Two main subsystems within CETARS comprise the basis for how attrition is documented. These two subsystems are the Standard Training Activity Support System (STASS) and Navy Integrated Training Resources Administrative System (NITRAS) II. A description of how CETARS provides for the exchange of information between these subsystems is presented in Appendix H. In addition, these subsystems also provide for the exchange of information with the Navy Training Reservation System (NTRS), as illustrated in Figure 3. The STASS database offers standardized comprehensive day-to-day integrated automated classroom support that feeds corporate-level data to NITRAS II.

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<sup>58</sup> OPNAV Instruction 1510.10B.



## NTRS Functional Interfaces



Manpower, Personnel, & Training (MPT) Course

Witney, Bradley & Brown, Inc.

Figure 3. Navy Training Reservation System Functional Interfaces

Source: Modified from Manpower, Personnel, & Training (MPT) Course website

<http://www.npc.navy.mil/NR/rdonlyres/92891690-A3DA-4D83-BAE9-A9C4BC4A27B0/0/planninginfosystems.doc>), December 2005.

According to the RTC NITRAS Data Analyst who enters the person-events codes (attrition codes) into CETARS<sup>59</sup>, STASS is the actual screen that is displayed when the attrition codes are entered, and STASS functions as the single activity information system to provide course and student data for NITRAS II.<sup>60</sup> NITRAS II is the subsystem within CETARS that receives the data entered into the STASS system. Policy and reporting requirements for NITRAS II are guided by OPNAV Instruction 1510.10A. STASS and NITRAS, then, are the main training data sources for the Navy, and they also document attrition data using CETARS person-events codes.

According to the CETARS website, the Person Events Code “represents a student's status which is documented on a continual basis while he or she is assigned to a

<sup>59</sup> Personal communication with RTC NITRAS Data Analyst, December 2005.

<sup>60</sup> Chief, Naval Education and Training (CNET) Instruction 1510.1F.



training activity.”<sup>61</sup> These codes track students’ actions from the time they enter until the time they exit the training activity. See Appendix I for a complete listing of the CETARS Person Events Codes.

### C. CETARS DEFINITIONS

CETARS, as described above, is the official database for Navy training statistics. When reviewing these attrition reports, it is important to understand the terminology as it relates to recruits and attrition. Table 4 presents some basic definitions.

Table 4. CETARS Definitions

Term	Definition
Attrition	A student’s discharge from military service directly related to a failure to complete a course of instruction for academic, non-academic, or disenrollment reasons.
Academic Separations	Students dismissed from military service based on their inability to meet a course’s educational requirements. Used to calculate Academic Attrition Percentages
Non-Academic Separations	Students separated from military service based on their inability to complete a course for reasons unrelated to academics. This is used to calculate Non-Academic Attrition Percentages
Disenrollment Separations	A count of personnel separated from military service for reasons directly related to their administrative removal of training. This is used to calculate Attrition Percentages.
Enroll	Students enrolled in a class.
Graduate	A recruit who has successfully completed a course of instruction.
Non-Graduate	A recruit who fails to complete a course. Used to indicate those students who have failed to complete a course due to Academic, Non-Academic, or Disenrollment reason

Source: The Corporate Enterprise Training Activity Resource System (CETARS) website <https://wwwnt.cnet.navy.mil/cetars/cetars.htm>, January 2006.

<sup>61</sup> Corporate Enterprise Training Activity Resource System (CETARS) website <https://wwwnt.cnet.navy.mil/cetars/cetars.htm>, January 2006.

Attrition, Academic Separations, Non-Academic Separations, Disenrollment Separations, Graduates, and Non-Graduate percentages are calculated using Student Flow. Student Flow is defined as the sum of Student Enrollments, Graduates, Academic Non-Grads, Non-Academic Non-Grads, and Disenrollment Non-Grads divided by two (to account for inflows and outflows).<sup>62</sup> Student Flow is used to calculate Non-Grads, attrition, and setbacks. This “floating average” formula makes it easier to calculate statistics for a monthly/yearly period when the events are not within the designated timeframe.

#### **D. RECRUITS REFLECTED IN CETARS**

From December 2004 to November 2006, 77,120 recruits flowed through RTC. Type of education and gender of the recruits are calculated using RTC’s Student Flow Method. The authors of this study decided to limit the discussion regarding type of education and attrition to High School, because only 4.5 percent of recruits fell into the Home School or Non-High School categories. Table 5 shows the number of recruits by education and gender.

Table 5. Type of Education and Gender of Recruits in CETARS Database, December 2003 through November 2005.

<b>Gender</b>	<b>High School</b>	<b>Home School</b>	<b>Non-High School</b>	<b>Total</b>
Male	61,073	136	3,066	64,275
Female	12,614	23	206	12,844
<b>Total</b>	<b>73,687</b>	<b>159</b>	<b>3,273</b>	<b>77,120</b>

Source: The Corporate Enterprise Training Activity Resource System (CETARS), January 2006.

Table 6 shows the monthly recruit flow and attrition rates from the CETARS database during December 2004 through November 2006.

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<sup>62</sup> Chief of Naval Education and Training website, <https://www.dn.cnet.navy.mil/hol/FindAFactHome.aspx>, January 2006.

Table 6. Monthly Student Flow and Attrition Rates in CETARS Database, December 2003 through November 2005.

Month and Year	Monthly Student Flow	Number of Monthly Discharges	Percentage of Attrition
December 2004	2,446	332	14.0
January 2004	2,689	217	8.1
February 2004	2,704	225	8.3
March 2004	2,561	307	12.0
April 2004	3,001	263	9.0
May 2004	2,491	203	8.2
June 2004	3,541	232	7.0
July 2004	3,876	302	8.0
August 2004	4,358	313	7.2
September 2004	4,766	390	8.2
October 2005	3,707	350	9.4
November 2005	3,911	283	7.2
December 2005	2,551	339	13.2
January 2005	2,855	213	7.5
February 2005	2,011	213	10.60
March 2005	2,296	314	14.0
April 2005	2,086	151	7.2
May 2005	1,851	202	11.0
June 2005	3,271	208	6.4
July 2005	3,508	361	10.3
August 2005	4,783	471	10.0
September 2005	5,013	469	9.4
October 2006	3,262	383	12.0
November 2006	3,587	269	8.0
<b>Total</b>	<b>77,120</b>	<b>7,010</b>	<b>9.1</b>

Source: The Corporate Enterprise Training Activity Resource System (CETARS), January 2006.

Over the 24-month period, overall attrition was 9.1 percent. July, August and September appear to have the highest student flow, ranging from over 3,500 in July 2004 and 2005 to over 5,000 recruits in September 2005. The months with the highest attrition rates are March and December, with over 11 percent in March 2004 and over 13 percent in the other three months. June, July, August, and September have the highest enrollment of recruits, while August, September, October and November have the highest number of recruits graduating. Table 7 displays the monthly number of recruits discharged, enrolled and graduated at RTC from December 2004 through November 2006.

Table 7. Monthly Number of Discharges, Enrolled, and Graduated in the CETARS Database, December 2003 through November 2005.

Month and Year	Discharges	Enrolled	Graduated
December 2004	332	1,858	2,702
January 2004	217	2,773	2,387
February 2004	225	2,589	2,593
March 2004	307	2,475	2,340
April 2004	263	2,848	2,890
May 2004	203	2,848	1,930
June 2004	232	4,316	2,533
July 2004	302	4,679	2,768
August 2004	313	4,813	3,590
September 2004	390	4,530	4,511
October 2005	350	2,948	4,115
November 2005	283	3,017	4,521
December 2005	339	2,057	2,705
January 2005	213	2,586	2,911
February 2005	213	2,058	1,750
March 2005	314	1,966	2,312
April 2005	151	1,924	2,097
May 2005	202	1,935	1,565
June 2005	208	4,605	1,729
July 2005	361	4,903	1,751
August 2005	471	5,001	4,094
September 2005	469	4,944	4,613
October 2006	383	2,131	4,009
November 2006	269	2,819	4,086

Source: The Corporate Enterprise Training Activity Resource System (CETARS), January, 2006.

Basic Training at RTC includes one processing week (P-Week) and eight training weeks. A recruit could be separated from the time of arrival at boot camp until graduation and transfer. The Student Flow Method for calculating attrition uses the month in which the recruit was actually discharged. This makes it difficult in identifying attrition trends of calendar months in relation to graduated recruit cohorts.

#### E. REASONS FOR ATTRITION

In CETARS, only one Person Event (P-Code) is listed for each attrite. As previously noted, if a recruit is being separated for multiple reasons, the database would only capture one reason. Each code is assigned an event name, description, and man-hour type. For instance, the recruit could be under instruction, awaiting instruction, legal

hold, medical hold, or termination of man-hours. A date is entered when the recruit has gone into and left the personal event. The 945 person events codes are listed in Appendix I.

The two broad categories for attrition are Academic Separations and Non-Academic Separations. Academic Separations are recruits who are discharged from the military because of their inability to meet course requirements. Non-Academic Separations are recruits who are discharged because of their inability to complete a course for reasons unrelated to academics. This study focuses on the reasons for Non-Academic Non-Grad attrition. Table 8 lists Non-Academic, Non-Grad Attrition code categories.

Table 8. Non-Academic Non-Grad Reason Major Subcategories in CETARS

<b>Category</b>	<b>Reasons</b>
Administrative	Failure to Adapt Hardship
Convenience of the Government	Erroneous Enlistment Pregnancy
Fraudulent Enlistment	Alcohol Dependent Arrest Record Preservice Drug Dependent Drug Disclosure Homosexual Preservice Initial Drug Screen (Cannabis) Initial Drug Screen (Non-Cannabis) Undisclosed Prior Service
Legal	Arrest by Civil Authorities Civil Conviction Declared Deserter Homosexual Acts Misconduct
Medical	Dermatology – Preservice Dermatology – Service Related Ear, Nose, Throat (ENT) Preservice Ear, Nose, Throat (ENT) Service Related Gynecology Preservice Gynecology Service Related Internal Medicine Preservice Internal Medicine Service Related Neurology Preservice Neurology Service Related

<b>Category</b>	<b>Reasons</b>
	Ophthalmology / Optometry Preservice Ophthalmology/Optometry Service Related Orthopedic Preservice Orthopedic Service Related Podiatry Preservice Podiatry Service Related General Surgery Preservice General Surgery Service Related Urology Preservice Urology Service Related Other Medical Preservice Other Medical Service Related Not Aquatically Adaptable
Psychiatric	Psych/Suicide Self Destructive Behavior, Pre Service Psych/Suicide Self Destructive Behavior, Service Related Psych Excluding Suicide Behavior, Pre-Service Psych Excluding Suicide Behavior, Service Related Psych Personality Disorder Psych Enuresis Psych Sleepwalking Psych Situation Reaction, Excluding Suicide
Physical	PRT Failure Not Aquatically Adaptable Motor Skill Coordination

Source: The Corporate Enterprise Training Activity Resource System (CETARS), January 2006.

During December 2004 through November 2006, a student flow of 77,120 recruits produced 7,025 Non-Graduate-Non-Academic Separations. Table 9 shows the tabulation of separations for Administrative, Convenience of the Government, Fraudulent Enlistment, Legal, Medical, Psychiatric, and Physical.

Table 9. Non-Graduate Non-Academic Reasons for Attrition

<b>Category</b>	<b>Number</b>
Administrative	184
Convenience of the Government	143
Fraudulent Enlistment	1200
Legal	243
Medical	2194
Psychiatric	2810

<b>Category</b>	<b>Number</b>
Physical	251
<b>Total</b>	<b>7,025</b>

Source: The Corporate Enterprise Training Activity Resource System (CETARS) website <https://wwwnt.cnet.navy.mil/cetars/cetars.htm>, January 2006.

The three major subcategories for attrition are Fraudulent Enlistment, Medical, and Psychiatric. Fraudulent Enlistment accounted for 17.1 percent of overall attrition. Initial positive drug screens upon arrival to boot camp account for 811 separations; of those with positive urinalyses, 746 were for marijuana.

Medical reasons account for 31.2 percent of separations of the above categories. Medical codes are delineated as Preservice and Service-related categories. Preservice accounts for 89.2 percent; Preservice Orthopedic and Internal Medicine reasons are responsible for 1,152 separations. Women (21.0 percent) tend to have higher service-related medical conditions than do men (7.0 percent) for all medical conditions.

Psychiatric reasons account for 40.0 percent of attrition. The Psychiatric (Excluding Suicide Behavior) Pre-service subcategory accounts for 1,331 separations, followed by Personality Disorders, 1,226, or 91.0 percent of all psychiatric attrition.

## **F. CONCLUSION**

CETARS is an extensive system that allows the Navy to manage personnel in a training activity and provides information useful in performing statistical analysis. It further provides over 60 codes that explain Non-Grad Non-Academic reasons for attrition at RTC. However, only one person events code can be entered when documenting reasons for attrition, limiting information on recruits who are actually separated for more than one reason. During December 2004 through November 2006, attrition at RTC was 9.1 percent Psychiatric, and Medical reasons accounted for over 71.2 percent of separations.

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## **V. DATA AND METHODOLOGY**

### **A. OVERVIEW**

As noted in Chapter II, several GAO Reports and other published sources have discussed the inability of the Department of Defense to calculate specific reasons for personnel attrition. This continuing problem is reportedly due to poor computerized databases and broad coding categories. The present study assumes that the most accurate information on the specific reasons for discharge from the Navy can be found in a recruit's personnel file.

Three sources of data were used to compile the sample for comparison. First, the authors were able to review copies of "retained files" in the Separations Branch of CSD at RTC. The following information was reviewed (and, if applicable, recorded) from these records:

- Drug laboratory message
- NAVPERS 1070/606 (10/00), Record of Unauthorized Absence
- NAVPERS 1070/607 (12/75), Court Memorandum
- Copies of any other relevant NAVPERS 1070/613s (discussed above)
- Copy of medical officer's evaluation
- Copy of psychiatric evaluation
- Copy of member's DD 1966 (Rev. 11-03), Record of Military Processing-Armed Forces of the United States (for fraudulent enlistment)
- Copy of member's DD 214

The following information from the above was recorded into an Excel spreadsheet:

- Commanding Officer's administrative remarks for separation
- Age
- Axis I /Axis II Diagnosis (Psychiatric Evaluation)
- Medical Diagnosis (Medical Evaluation)
- NITRAS Code (Medical Evaluation)
- Race
- CETARS Code (person events code)
- SPD Code (DD 214)

Next, the following data were obtained from the CETARS database:

- Person Event Code (reason for attrition)
- Gender
- AFQT (Armed Forces Qualification Test)
- Education Level
- Number of years of Education

Finally, the following waiver information for the sample was obtained from the Defense Manpower Data Center (DMDC), utilizing the Military Entrance Processing Command (MEPCOM) database, U.S. Military Processing Command Integrated Resource System (USMIRS):

- Delayed Entry Program Waiver (up to three different waivers)
- Accession Waivers (up to three different waivers)

This section describes a comparison study of recruit attrition through data extracted from the CETARS database and a randomized sample of 754 “retained files” maintained by RTC CSD for recruits separated between December 2003 and November 2005. The primary objective of the comparison is to better understand the specific reasons for attrition at RTC and to determine the accuracy and adequacy of the CETARS database in explaining recruit attrition.

## **B. THE SAMPLE**

The Separations Branch maintains copies of recruits’ “retained files” for the previous two years. These records are stored in filing cabinets by the month in which a recruit is separated and then alphabetically by last name. A simple random sampling technique was used, selecting every seventh record from December 2003 through November 2005 for review. Then, a random number generator was employed to determine the starting month. The sampling began with May 2004 and proceeded forward. Table 10 shows the number of discharges per month from CETARS and the number of records reviewed by the authors from that month.

Table 10. Number of Records Reviewed and Discharges per Month, 2003-2005

Month	Discharges	Number Sampled
December 2003	332	42
January 2004	217	27
February 2004	225	Not Sampled
March 2004	307	Not Sampled
April 2004	263	Not Sampled
May 2004	203	26
June 2004	232	29
July 2004	302	35
August 2004	313	43
September 2004	390	54
October 2004	350	47
November 2004	283	36
December 2004	339	45
January 2005	213	27
February 2005	213	26
March 2005	314	37
April 2005	151	21
May 2005	202	27
June 2005	208	27
July 2005	361	52
August 2005	471	60
September 2005	469	65
October 2005	383	53
November 2005	269	20
<b>Total</b>	<b>7,010</b>	<b>799</b>

Source: Data obtained by authors from review of “retained files” from Recruit Training Command (RTC) Customer Service Desk (CSD) and the Corporate Enterprise Training Activity Resource System (CETARS).

Due to a time constraint, the authors were unable to sample any records in the months of February, March, and April 2004. Excluding these months, the number of recruit discharges reported in CETARS is 6,215. The authors were able to review 799 “retained files,” which is 13 percent of the number of reported separations at RTC in the 21 months of the sample. The final sample consisted of 555 (74 percent) men and 199 (26 percent) women. The age of the recruits sampled ranged from 17 to 33 years of age, with an average age of 20 and a standard deviation of 3.0.

## 1. Race

In 1997, the Office of Management and Budget revised the standards for classification of federal data on race and ethnicity. The standards now have five minimum categories for data on race: 1) American Indian or Alaska Native; 2) Asian; 3) Black or African American; 4) Native Hawaiian or other Pacific Islander; and 5) White.<sup>63</sup> Information on ethnicity was not available in the “retained files.” Table 11 shows the racial distributions of the sample.

Table 11. Percentage Distribution of Sample by Race

Race	Percentage of Sample
White	62.3
Black/African American	23.1
American Indian/Alaska Native	9.3
Asian	3.3
Unknown	1.4
Native Hawaiian/Pacific Islander	0.6

Source: Derived from data obtained from Corporate Enterprise Training Activity Resource System (CETARS).

## 2. Education Level

Over 50 years of research indicates recruits who are high school graduates are twice as likely as non-high school graduates to complete their first-term of enlistment. One reason is that, by completing high school, applicants demonstrate the motivation, perseverance, and ability to complete a comparable commitment, or first-term enlistment. Based on this research, in 1987 the Department of Defense developed a three-tier classification of education credentials for enlistment screening. Over the years, certain education categories have been moved from one tier to another. In 2006, education levels were distributed as follows by tiers:

- Tier 1: Regular high school graduates, adult diploma holders, and non-graduates with at least 15 hours of college credit and persons who are home-schooled.

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<sup>63</sup> Revisions to the Standards for the Classification of Federal Data on Race and Ethnicity. Office of Management and Budget website, <http://www.whitehouse.gov/omb/fedreg/ombdir15.html>, January 2006.

- Tier 2: Alternative credential holders, including those with a General Education Development (GED) certificate of high school equivalency.
- Tier 3: A non-high school graduate or a non-alternative credential holder.

The education level of those discharged in the sample consists of 93.6 percent Tier 1 and 6.4 percent Tier 2. Table 12 shows distribution of sample by education tiers and gender.

Table 12. Distribution of Sample by Education Tiers and Gender

Education Level	Gender				Total	
	Male		Female			
	Number	Percent	Number	Percent	Number	Percent
Tier 1	513	68.0	193	25.6	706	93.6
Tier 2	42	5.6	6	0.8	48	6.4
Tier 3	0	0.0	0	0.0	0	0.0
Total	555	73.6	199	26.4	754	100.0

Source: Derived from data obtained from Corporate Enterprise Training Activity Resource System (CETARS).

Recruits who have a Baccalaureate Degree are considered to have completed an average of at least 16 years of school, and those who have an Associate Degree would have completed an average of 14 years. This would be the traditional time for completing these types of degrees.

Recruits in the sample who have completed one semester of college have an average 10 years of education. In this group, years of education ranged from 8 to 12. One would assume that, if a recruit has completed one semester of college, he or she would have completed high school. This is, in fact, not the case. One possible explanation for the lower number of years of education is that these recruits did not complete high school, but took a test-equivalency exam to enter college and later completed one semester of college. In so doing, the applicant has changed his or her enlistment qualification from Tier 2 to the more favorable Tier 1.

A high school diploma usually relates to at least 12 years of education. In this sample, the average was 12 years, with the highest level at 16 years and the lowest at 12 years. This group represented 85 percent of the sample, with females holding 28 percent of the high school diplomas. Recruits with Home School diplomas averaged 11.33 years of education. Adult Education diplomas, Less than High School diplomas, and Test-

Based Equivalency diplomas accounted for 7.4 percent of the sample and averaged 10.45 years of education. Finally, National Youth Guard Challenge persons averaged 8.6 years of education.

Interestingly, recruits discharged with one semester of college tended to have less years of education than did those with a Test-Based Equivalency diploma, those with a “Less than a High School” diploma, and those with an Adult Education diploma. However, the sample is not large enough to draw a realistic conclusion.

### **3. Armed Forces Qualification Test (AFQT) Percentile Score**

The AFQT is used in the recruiting process to establish the eligibility and aptitude of an applicant applying for military enlistment. It is a combination of four scores from the Armed Services Vocational Aptitude Battery (ASVAB). These four subtests are Arithmetic Reasoning, Mathematics Knowledge, Word Knowledge, and Paragraph Comprehension. The composite score is used to measure trainability and is a predictor of on-the-job performance. According to Department of Defense (DOD) Instruction 1145.01, AFQT scores are divided into six categories:

- Category I: 93-99
- Category II: 65-92
- Category IIIA 50-64
- Category IIIB 31-49
- Category IV 10-30
- Category V 1-9

Individuals who score in Category I and Category II tend to be above average in trainability. Those in Category III are average, and those in Category IV and Category V are below-average and markedly below average, respectively.

The AFQT scores for the recruit sample ranged from 31 to 99, with an average of 59.3. The standard deviation was 17.0 with a median score of 55. No recruits from Categories IV or Category V were part of this sample. Table 13 shows the distribution of scores by AFQT Category and gender.

Table 13. Distribution of Sample by AFQT

AFQT Category	Gender				Total	
	Male		Female			
	Number	Percent	Number	Percent	Number	Percent
I	27	3.6	4	0.53	31	4.1
II	180	23.9	60	8.0	240	31.8
IIIA	160	21.2	84	11.1	244	32.4
IIIB	188	24.9	51	6.8	239	31.7
Total	555	73.6	199	26.4	754	100.0

Source: Derived from data obtained from Corporate Enterprise Training Activity Resource System (CETARS).

Only 4.1 percent are Category I, the top of the AFQT percentile. Category II is 31.8 percent, Category IIIA is 32.4 percent, and Category IIIB is 31.7 percent. Applicants that are high school diploma graduates and are in Categories I-IIIA are often considered “high quality” recruits because they have historically had the lowest first-term attrition rate, fewer disciplinary problems, and are the among the most expensive to recruit. A total of 429 (57 percent) discharged recruits were considered “high quality”. With regards to race, 68 percent of black recruits and 46 percent of white recruits in the sample were not high quality.

#### 4. Delayed Entry Program (DEP) Waivers and Accession Waivers

As discussed above, applicants must meet certain basic eligibility requirements for enlistment. If the applicant does not meet one, or more of the eligibility requirements, a waiver may be considered. Each individual eligibility requirement provides the standard for waiver consideration. An applicant can have as many as six waivers, three in the DEP and three as an accession waiver.

The Navy Recruiting Manual-Enlisted explains the waiver process.<sup>64</sup> The waiver code in the database consists of three digits with the first digit representing the type of enlistment/program waiver. The major categories consist of the following: age, dependency, mental qualification (AFQT), law violations, drug involvement not associated with law violations, medical/physical disqualification, and minimum education requirements. The second digit represents a sub-type for the Enlistment Program. Some examples for this category include: number of dependents, minor traffic offense, minor

<sup>64</sup> COMNAVCRUITCOMINST 1130.8F, Navy Recruiting Manual-Enlisted, March 2002.

non-traffic/minor misdemeanor, felony, alcohol abuse, marijuana usage, medical reason, and not applicable. The third digit explains at what level of authority the waiver was approved. The following are the different levels of waiver authority: 1) Navy Department; 2) Commander, Navy Recruiting Command; 3) Commanding Officer, Navy Recruiting Region; and 4) Commander, Navy Recruiting District. See Appendix J for a list of waiver codes.

The total of DEP and accession waivers granted was 311. Table 14 shows the distribution of the sample by waiver type.

Table 14. Distribution of Sample by Waiver Type

<b>Type of Waiver</b>	<b>Number</b>	<b>Percentage</b>
Medical/Physical Disqualification	104	33.4
Law Violations	89	28.6
Navy Administrative	46	14.8
Dependency	22	7.0
Minimum Education Requirements	21	6.8
Drug Involvement (Not Law Violated)	21	6.8
Age	3	1.0
Previous Military Separation	3	1.0
Mental Qualification	2	0.6
Total	311	100.0

Source: Derived from data obtained from Defense Manpower Data Center (DMDC).

As noted earlier in the study, each individual could potentially have up to six waivers. In this sample, 206 (27.3 percent) recruits had at least one waiver. A total of 100 (13.3 percent) recruits had two or more waivers. Only 23.0 percent of females had some type of waiver and those were spread across the waiver categories. Males tended to have more law and Navy Administrative waivers than females.

The largest waiver categories are law violations and medical/physical disqualification. Law violation enlistment waivers are subdivided into the following categories:

- Minor Traffic Offenses
- Serious Traffic Offenses
- Minor Non-Traffic / Minor Misdemeanor



- Serious Non-Traffic / Major Misdemeanor
- Felony (Adult)
- Felony (Juvenile / Youthful Offender)

The majority (72 percent) of the law violation waivers granted were for serious non-traffic/major misdemeanors. Some examples of this category include: assault, breaking and entering, resisting arrest, criminal trespass, and petty larceny. These waivers require approval at the Commander, Navy Recruiting District level. The level of waiver authority depends on the type of civil offense, the number of offenses committed, and type of enlistment program selected. In general, an applicant can have up to three violations in the non-minor misdemeanor category for this level of approval authority. In relation to Tier 1 educational requirements, over 85 percent of recruits with serious non-traffic/major misdemeanor waivers were considered high school diploma graduates. Using the definition of “high quality,” only 72.0 percent met the criteria.

A 2004 study by Putka et al. evaluated moral character waiver policy against service-member attrition and concluded that the services can do a better job in terms of holding recruits who require moral character waivers (MCW) to higher standards on alternative selection criteria (e.g., AFQT scores) in an effort to minimize their risk of attrition. In addition, they found that, when considering the level at which these waivers were approved, recruits whose waivers were granted at the lowest level of authority had significantly higher attrition rates than did those without MCWs.<sup>65</sup>

The medical/physical disqualification category includes height, weight, and medical diagnosis waivers. Medical conditions accounted for over 92.0 percent of these types of waivers. The Basic Enlistment Eligibility Requirements (BEERs) waiver codes do not entail specific information regarding these diagnoses. Most of these waivers are granted through Commander, Navy Recruiting Command, which typically handles medical waiver eligibility requirements.

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<sup>65</sup> Putka, Dan J. et al., “Evaluating Moral Character Waiver Policy Against Servicemember Attrition and In-Service Deviance Through the First 18 Months of Service,” Human Resources Research Organization, Alexandria, VA. January 2004.

## 5. Separation Program Designator (SPD) Codes

Every service member, upon discharge from the armed services, receives a Form DD 214. This form provides the service member and other government agencies with a brief record of the member's active-duty service and assists in determining enlistment/reenlistment eligibility. A Separation Program Code (SPD) generally provides an explanation for separation. The first letter in the code reflects the separation type; voluntary: involuntary without an Administration Board, involuntary with an Administration Board, Enlisted transfer to fleet Reserve, etc. Most of the records reviewed utilized the SPD type of Involuntary Discharge, not entitled to an Administration Board (J\*\*). See Appendix D for an explanation of SPD Codes. Table 15 shows the Separation Program Codes found in the retained files of the sample.

Table 15. Distribution of Sample by SPD Codes in 'Retained Files' for RTC Attrition

<b>SPD Code</b>	<b>Narrative Reason</b>	<b>Number of Discharges</b>	<b>Percentage</b>
JFC	Erroneous Entry (Other)	224	29.7
JDA	Fraudulent Entry into the Military	190	25.2
JFW	Failed Medical/Physical Procurement Standards	134	17.8
JFU	Erroneous Entry (Drug Abuse)	85	11.3
JGA	Entry Level Performance and Conduct	39	5.2
JDT	Fraudulent Entry Into Military Service (Drug Abuse)	28	3.7
JFV	Condition, Not a Disability	24	3.1
JKQ	Misconduct (Serious Offense)	18	2.4
HRB	Homosexual Admission	2	0.3
JDF	Pregnancy or Childbirth	2	0.3
KDB	Hardship	2	0.3
KDS	Defective Enlistment Agreement	2	0.3
HKK	Misconduct (Drug Abuse)	1	0.1
HKQ	Misconduct (Serious Offense)	1	0.1
JCP	Alien	1	0.1
KFS	In Lieu of Trial by Court Martial	1	0.1
<b>Total</b>		<b>754</b>	<b>100.0</b>

Source: Derived from data obtained from review of "retained files" from Recruit Training Command (RTC) Customer Service Desk (CSD).

The two largest categories were Erroneous Entry (Other), at 29.7 percent and Fraudulent Entry into the Military, at 25.2 percent. The Erroneous Entry (Other) is described by BUPERINST 1900.8B as “Erroneously enlisted, reenlisted, extended, or was inducted into DOD component (not related to alcohol or drug abuse).” Fraudulent Entry into Military is “Procured a fraudulent commission, induction, or period of military service through material misrepresentation, omission or concealment (Not related to drug or alcohol abuse).” Comparisons between gender and these types of SPD codes were very similar: 27-30 percent females and 70-73 percent males.

As described above, the recruit receives notification of his or her separation from the Legal Department through the Administrative Separation Processing Notification Procedure. In this document, up to three reasons for separation and the associated MILPERSMAN references are listed. In the sample, a recruit had anywhere from one to three reasons for processing. The major reasons include the following:

- Separation By Reason of Convenience of the Government
- Separation By Reason of Defective Enlistments and Inductions-Erroneous Enlistment
- Separation By Reason of Defective Enlistments and Inductions-Fraudulent Entry into Naval Service.

If an individual has more than one reason listed, the least favorable one for the recruit is usually used as the primary reason for discharge and is employed in establishing the SPD code. Only 2 percent of the records had three reasons listed, and 29 percent listed two reasons. Erroneous Enlistment made up for 82 percent of the first reason listed, and Fraudulent Entry into the Military accounted for 24.4 percent of the second reason listed. Convenience of the Government reasons accounted for 7.1 percent. It should be noted that the number of reasons for administratively processing an individual is not necessarily related to the number of actual reasons. For the most part, recruits identified as having a reason for discharge are placed in a “hold” status. Many times, there is not enough time for a recruit to develop multiple actual reasons for discharge. These administrative reasons for processing usually are related to one specific reason for discharge.

Separation By Reason of Defective Enlistments and Inductions—Erroneous Enlistment is used when the enlistment would not have occurred if relevant facts had been known by the Department of the Navy and is not the result of fraudulent conduct of the member.<sup>66</sup> This may also include recruits with alcohol or drug dependency if diagnosed within 180 days. Fraudulent Entry into Naval Service is the reason given to a recruit who has entered by falsely representing or deliberately concealing qualifications or disqualifications. This category includes Fraudulent Entry relating to drug and alcohol abuse.

## 6. CETARS Person Events Code

As described above, for each recruit being separated, a CETARS person events code is entered that describes the reason for separation. The data obtained from the author’s review of “retained files” were cross-referenced with the CETARS database. Table 16 displays the person events codes, a description of the codes, and the number of separations for each code within the sample.

Table 16. Distribution of Sample by CETARS Person Events Codes and Descriptions

<b>CETARS Code</b>	<b>Description</b>	<b>Number of Separations</b>	<b>Percentage</b>
191	Psych, Excluding Suicide Behavior, Pre service	144	19.1
192	Psych Personality Disorder	137	18.2
221	Fraudulent Enlistment, Initial Drug Screening, Cannabis	81	10.7
168	Medical-Orthopedic-Preservice	66	8.8
182	Medical Internal Medicine-Preservice	58	7.7
212	Physical PRT Failures	28	3.7
176	Medical Ophthalmology/Optometry-Preservice	26	3.5
195	Psych Situational Reaction, Excluding Suicide	22	2.9
203	Legal Misconduct	20	2.6
178	Medical Neurology Preservice	17	2.3
367	Medical Other Preservice	16	2.1
149	Admin-Hardship	16	2.1
215	Convenience of Government, Erroneous Enlistment-Preservice	15	2.0

<sup>66</sup> MILPERSMAN 1910-130.

<b>CETARS Code</b>	<b>Description</b>	<b>Number of Separations</b>	<b>Percentage</b>
220	Fraudulent Enlistment, Initial Drug Screening, Non-Cannabis	14	1.9
368	Admin-Non-Adapt to Military Life	14	1.8
170	Medical- Podiatry-Preservice	11	1.5
917	Fraudulent Enlistment, Alcohol Dependency	11	1.5
222	Fraudulent Enlistment, Initial Drug Screen, Pre-Service	10	1.3
625	Fraudulent Enlistment Drug Dependent	9	1.2
193	Psych Enuresis	6	0.80
199	Legal Civil Conviction	6	0.80
180	Medical Dermatology Preservice	4	0.50
184	Medical Ears, Nose, Throat Preservice	4	0.50
194	Psych Sleepwalking	3	0.40
224	Fraudulent Enlistment, Arrest Record Preservice	3	0.40
386	BMT Breach Contract	3	0.40
172	Medical General Surgery-Preservice	2	0.30
174	Medical Urology Preservice	2	0.30
223	Fraudulent Enlistment, Homosexuality-Preservice	2	0.30
171	Medical General Surgery-Service Connected	1	0.10
198	Legal Arrest by Civil Authorities	1	0.10
320	Motivation, Negative Military Attitude	1	0.10
158	Medical Pregnancy	1	0.10
<b>Total</b>		<b>754</b>	<b>100.0</b>

Source: Data obtained by authors from review of “retained files” from Recruit Training Command (RTC) Customer Service Desk (CSD) and the Corporate Enterprise Training Activity Resource System (CETARS).

The person events codes for psychological conditions consist of over 41 percent of the (312) sample, while those for medical conditions consist of 27.5 percent (208), and drug-related codes for 14 percent (105).

## **7. Personnel Record Review**

A comparison was made of the actual reason for separation and the CETARS person events code assigned to medical and psychological separations. This was undertaken to determine if the CETARS person events codes accurately reflect the actual reasons for separation that were obtained during the authors’ review of “retained files.”

Table 17 compares the number of medical and psychological discharges determined from the authors' review of "retained files" with the person events code documented in the CETARS database.

Table 17. Comparison of Reviews of 'Retained Files' and CETARS Person Events Code for RTC Attrites

<b>Reason for Discharge</b>	<b>"Retained File" Record Review</b>	<b>CETARS Person Events Codes</b>
Medical	205	208
Psychiatric	336	312

Source: Derived from data obtained from review of "retained files" from Recruit Training Command (RTC) Customer Service Desk (CSD) and the Corporate Enterprise Training Activity Resource System (CETARS).

Overall, the CETARS database reflects the two categories reasonably well when compared to the authors' review of "retained files." The three instances coded differently in CETARS for medical reasons were related to psychological and hardship reasons.

When a recruit is being discharged for medical reasons, a NITRAS code is located on the Medical Evaluation form. The administrative personnel who are responsible for entering the person events code into CETARS use the Precedence list for the corresponding person events code. The NITRAS code in the personnel record was compared with the CETARS database for accuracy. Based on the NITRAS code in the personnel record, 95.1 percent of the records were coded correctly. However, within the medical coding of these records, there was some confusion between Orthopedics versus Podiatry and Internal Medicine versus Other Medical Conditions codes. Furthermore, some of the medical discharges were coded as Hardship.

A similar comparison was conducted for Psychological discharges. Over 91 percent of psychological discharges from the record review were coded correctly in CETARS. The records that were not coded correctly had Personal Event Codes for Hardship and Alcohol/Drug Dependence (codes not related to psychological), amounting to about 27 records. When looking at the retained files more closely, each of them had a primary psychological diagnosis with additional diagnoses of alcohol and drug dependence. As noted previously, only one person events code for attrition can be

entered into the CETARS database. Because of this limitation, a precedence list of codes is utilized and Alcohol/Drug Dependence has higher precedence than psychological reasons.

Among the correctly coded psychological discharges, some discrepancies were found of using the wrong psychological code. The primary codes that were being used interchangeably include the codes “191” and “192.” Over 20 records showed a recruit was hospitalized for their psychological condition and a code was not available in the record to compare with CETARS. Most of these records were coded as “192” (personality disorder) and had documentation supporting this code in the retained files.

#### **8. Recruits Discharged for Medical Reasons**

Recruits discharged for medical reasons have similar demographics to all discharges for this time period. Table 18 compares all discharges with medical discharges.

Table 18. Comparison of All Discharges and Medical Discharges as a Percent of the Sample of RTC Attrites

	<b>All Discharges</b>	<b>Medical Discharges</b>
Male	73.6	73.6
Female	26.4	26.4
Age (Mean)	20	20
Tier 1	93.2	95.4
Minority	14.7	13.9
Black	23.2	20.2
White	62.1	65.9
CAT 1	4.1	2.88
CAT 2	31.9	33.17
CAT3A	32.3	34.13
CAT 3B	31.7	29.81
High Quality	56.9	59.6
Most Common Waivers	Law Misdemeanor (11.0) Medical Waivers (7.0) Navy Administrative Waivers. (6.1)	Medical Waivers (9.3) Navy Administrative Waiver (9.3) Law Misdemeanor (8.0)

Source: Derived from data obtained from review of “retained files” from Recruit Training Command (RTC) Customer Service Desk (CSD) and from Defense Manpower Data Center (DMDC).

Out of the 205 “retained files” medical discharges, 84.0 percent were administratively processed for a single reason and were considered an Erroneous Enlistment, whereas only 16.0 percent were administratively processed for two reasons and considered a Fraudulent Entry into military service. Of the Administrative Reasons, the SPD codes for medical discharge are shown in Table 19.

Table 19. Major SPD Codes for Medical Discharges and All Discharges in the Sample

<b>SPD Code</b>	<b>Medical</b>	<b>All Discharges</b>
JFC (Erroneous Entry)	42	224
JDA (Fraudulent Entry)	34	190
JFW (Failed Medical/Physical Procurement Standards)	123	134
JFV (Condition, Not a Disability)	6	24

Source: Data obtained by authors from review of “retained files” from Recruit Training Command (RTC) Customer Service Desk (CSD).

Most of the medical discharges are assigned a “JFW” SPD Code. The authority for this code is outlined in MILPERSMAN 1910-130 (Separation by Reason of Defective Enlistment and Inductions – Erroneous Enlistment). This code is authorized to be used at RTC for recruits who are physically unqualified for naval service instead of using “JFC” for Erroneous Enlistment.

Medical reasons are categorized according to medical subspecialties. Internal Medicine and Orthopedics Preservice accounted for over 59 percent of the medical discharges. A wide variety of medical conditions were found in the Internal Medicine Category, such as Asthma, Heart Conditions, Seizures, Migraines, and Hypertension, to name a few. Usually, unless the recruit has answered “yes” to certain questions on the DD Form 2807-1 at the MEPS, these conditions may be difficult to identify if the applicant is not actively displaying symptoms of the disease.

## **9. Recruits Discharged for Psychiatric Reasons**

As stated previously, over 45.0 percent of discharges from RTC are related to psychiatric reasons. Table 20 compares demographic characteristics of all individuals discharged for psychiatric reasons.



Table 20. Comparison of Demographics of All Discharges with Psychiatric Discharges as a Percent of the Sample of RTC Attrites

	<b>All Discharges</b>	<b>Psychiatric Discharges</b>
Male	73.6	69.2
Female	26.4	30.8
Age	20	20
Tier 1	93.2	92.1
Minority	14.7	13.4
Black	23.2	20.6
White	62.1	66.0
CAT 1	4.1	5.1
CAT 2	31.9	33.0
CAT3A	32.3	31.4
CAT 3B	31.7	30.5
High Quality	56.9	56.7
Most Common Waivers	Law Misdemeanor (11.0) Medical Waivers (7.0) Navy Administrative Waivers. (6.1)	Law Misdemeanor (10.9) Navy Administrative Waivers (5.0) Medical Waivers (5.0)

Source: Derived from data obtained from review of “retained files” from Recruit Training Command (RTC) Customer Service Desk (CSD) and from Defense Manpower Data Center (DMDC).

The psychiatric discharges also appear to be very similar demographically when compared with all discharges. The three major waivers are similar to both all discharges and medical discharges.. The major psychiatric reasons are further subdivided by CETARS codes into: 1) Psychological reasons excluding suicide behavior-preservice; 2) Psychological reasons exhibited by a personality disorder; and 3) Psychological-Situational Reaction. Table 21 shows percentage of psychological reasons for discharge by gender.

Table 21. Psychological Reasons by CETARS Categories for Discharge by Gender for Attrites<sup>67</sup>

<b>CETARS Categories</b>	<b>Male (%)</b>	<b>Female (%)</b>
Psychological Reason	36.3	11.9
Personality Disorder	28.8	16.3
Psych Situational Reaction	3.5	3.2

Source: Data obtained by authors from review of “retained files” from Recruit Training Command (RTC) Customer Service Desk (CSD).

The Diagnostic and Statistical Manual of Mental Disorders contains a listing of psychiatric disorders and diagnostic codes. According to the American Psychiatric Association:

Another important aspect of the DSM diagnostic system is that the diagnoses are described strictly in terms of patterns of symptoms that tend to cluster together; the symptoms can be observed by the clinician or reported by the patient or family members. Since the cause of most mental disorders is currently unknown and subject to much speculation, the DSM avoids incorporating unproven theories in its diagnostic definitions. This feature has been an important element in the widespread acceptance of the DSM.<sup>68</sup>

Each mental disorder has a list of criteria and information about the disorder (prevalence, age, gender, familial patterns, etc.) The manual does not explain treatment or etiology of the disorder and is mostly used to communicate among mental health providers

Psychological conditions are diagnosed using a multiaxial system. As the manual states: “A multiaxial system involves an assessment on several axes, each of which refers to a different domain of information that may help the clinician plan treatment and predict outcome.”<sup>69</sup>

<sup>67</sup> Table 21 only includes “retained records” with documented CETARS codes.

<sup>68</sup> “Frequently Asked Questions, Diagnostic and Statistical Manual of Mental Disorders,” American Psychiatric Association. [http://www.psych.org/research/dor/dsm/dsm\\_faqs/faq81301.cf](http://www.psych.org/research/dor/dsm/dsm_faqs/faq81301.cf), October 2005.

<sup>69</sup> DSM-IV-TR p. 27. American Psychiatric Association: Diagnostic and Statistical Manual of Mental Disorders, Fourth Edition Text Revision, (DSM-IV-TR), Arlington, VA: American Psychiatric Association, 2000.

The five axes include the following:

- Axis I Clinical Disorders, Other Conditions That May Be a Focus of Clinical Attention
- Axis II Personality Disorders/Mental Retardation
- Axis III General Medical Conditions
- Axis IV Psychosocial and Environmental Problems
- Axis V Global Assessment of Functioning

See Appendix K for an example of the multiaxial classification system.

Usually, the diagnosis listed first is the primary reason for the visit. An individual may have several Axis I diagnoses, or present with Axis I and Axis II disorders, or just an Axis II disorder. However, the diagnosis listed first is usually the primary reason for the visit. Figure 4 shows how Axis II and Axis IV interact to produce Axis I.

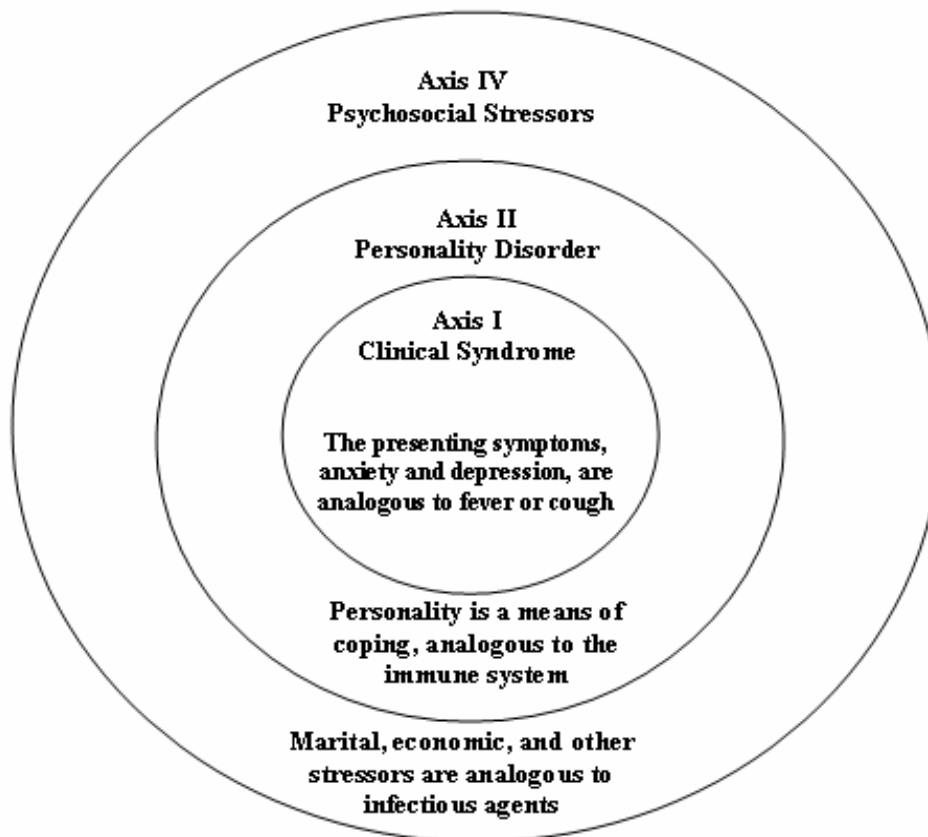


Figure 4. Axis IV and Axis II Interact to Produce Axis I  
Source: *Personality Disorders in Modern Life*, Wiley & Sons, 2000.

Of the 336 psychiatric discharges in the” retained files,” Tables 22 and 23 show the most common reasons for discharge for recruits in the sample who have Axis I disorders as their primary and secondary diagnosis, respectively.

Table 22. Recruits Discharged in the Sample with an Axis I Psychiatric Disorder as the Primary Diagnosis

Axis I Primary Psychiatric Disorder	Psychiatric Attrition	
	Number	Percent
Adjustment Disorders	52	15.5
Anxiety Disorders	44	13.1
Attention Deficit Hyperactivity Disorder (ADHD)	38	11.3
Depressive Disorder, Not Otherwise Specified	26	8.5
Major Depressive Disorder	22	7.2

Source: Data obtained by authors from review of “retained files” from Recruit Training Command (RTC) Customer Service Desk (CSD).

Table 23. Recruits Discharged in the Sample with an Axis I Psychiatric Disorder as the Secondary Diagnosis

Axis I Secondary Psychiatric Disorder	Psychiatric Attrition	
	Number	Percent
Substance Related Disorders (Alcohol and Drug)	26	24.4
Attention Deficit Hyperactivity Disorder (ADHD)	13	12.6
Depressive Disorder, Not Otherwise Specified	10	9.7

Source: Data obtained by authors from review of “retained files” from Recruit Training Command (RTC) Customer Service Desk (CSD).

The grouping of the diagnoses is based on the first diagnosis listed from the record, usually Axis I. The major diagnostic categories for Axis I are:

- Mood Disorders (36.0 percent)
- Disorders Usually First Diagnosed in Infancy, Childhood, or Adolescence (33.0 percent)
- Anxiety Disorders (18.2 percent)

Most of the Mood Disorders include Depressive Disorders and Bipolar Disorders. Major Depressive and Depressive Disorders constituted 78 percent of the Mood Disorders diagnosed. Over 55 percent of these had multiple diagnoses which may include personality disorders, alcohol/drug abuse or some type of anxiety disorder.

The Disorders Usually First Diagnosed in Infancy, Childhood, or Adolescence include the following:

- Mental Retardation
- Learning Disorders
- Motor Skills Disorder
- Communication Disorders
- Pervasive Developmental Disorders
- Attention-Deficit and Disruptive Behavior Disorders
- Feeding and Eating Disorders of Infancy or Early Childhood
- Tic Disorders
- Elimination Disorders
- Other Disorders or Infancy, Childhood, or Adolescence

Attention-Deficit and Disruptive Behavior disorders include Attention-Deficit/Hyperactivity Disorder, Conduct Disorder, Oppositional Defiant Disorder and Disruptive Behavior Disorder. Some form of Attention-Deficit/Hyperactivity Disorder accounted for over 23.9 percent of the psychological discharges in the sample.

Anxiety Disorders include some form of Panic Disorder, Phobias, Obsessive-Compulsive, Posttraumatic Stress, Generalized Anxiety or Anxiety Disorder, Not Otherwise Specified. Anxiety Disorder, Not Otherwise Specified and Posttraumatic Stress Disorder accounted for 21 percent of the sample.

Axis II is used to document Personality Disorders. This is described as follows:

A personality disorder is an enduring pattern of inner experience and behavior that deviates markedly from the expectations of the individual's culture, is pervasive and inflexible, has an onset in adolescence or early adulthood, is stable over time, and leads to distress or impairment.<sup>70</sup>

The key here is that these disorders may cause an individual to not adapt and demonstrate functional impairment. Table 24 lists the most common reasons that recruits in the sample were discharged with an Axis II psychological disorder as their primary diagnosis.

Table 24. Recruits Discharged in the Sample with an Axis II Psychiatric Disorder as the Primary Diagnosis

Axis II Primary Psychiatric Disorder	Psychiatric Attrition	
	Number	Percent
Personality Disorder, Not Otherwise Specified	94	28.0
Borderline Personality Disorder	54	16.1
Antisocial Personality Disorder	13	3.9

Source: Data obtained by authors from review of "retained files" from Recruit Training Command (RTC) Customer Service Desk (CSD).

Personality Disorder, Not Otherwise Specified represents a category of personality disorders that is used for ". . . 1) the individual's personality pattern meets the general criteria for a Personality Disorder and traits of several different Personality

<sup>70</sup>American Psychiatric Association: Diagnostic and Statistical Manual of Mental Disorders, Fourth Edition Text Revision, (DSM-IV-TR), Arlington, VA: American Psychiatric Association, 2000, p. 685.

Disorders are present, but the criteria for any specific Personality Disorder are not met; or 2) the individual's personality pattern meets the general criteria for a Personality Disorder that is not included in the Classification (e.g., passive-aggressive personality disorder)."<sup>71</sup>

Involuntary separations associated with psychiatric reasons account for 68 percent of Fraudulent Entry. Of those discharged for Fraudulent Entry, 51 percent have more than one administrative reason for separation listed. If the psychological or medical condition is disqualifying by enlistment eligibility requirements, it becomes an Erroneous Enlistment. If, in addition to the condition being Erroneous and it is known as stated above, and they failed to disclose the condition prior to enlistment, it makes them a Fraudulent Entry as well. Based on review of the retained files, recruits will have more than one administrative reason under the following conditions: 1) the recruit reveals a history of a medical/mental illness; 2) the recruit reveals the use of medication related to medical/mental health; 3) the recruit confirms a history of medical/mental illness through civilian medical records; and 4) there is no documentation of the condition/medication on the DD 2807-1 upon entry to the Navy.

The authors were very fortunate to have had several conversations with RTC's Recruit Evaluation Unit Head Psychologist and USMEPCOM's Physician in charge of Medical Standards about psychiatric attrition. One of the most impressive conclusions drawn from these conversations is that there is a very direct and open communication between both organizations and their desire to minimize this type of attrition. The organizations and authorities were very familiar with each other and shared an understanding of the challenges each organization faces regarding attrition.

### **C. CONCLUSION**

This chapter looks at the data and methodology used in this study. The authors spent four day at RTC reviewing 754 retained files in the Separations Branch of CSD and collecting data pertinent to this study, as presented here. This chapter also introduces some of the results of the data analysis. Overall, the CETARS database accurately

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<sup>71</sup> American Psychiatric Association: Diagnostic and Statistical Manual of Mental Disorders, Fourth Edition Text Revision, (DSM-IV-TR), Arlington, VA: American Psychiatric Association, 2000, p. 685.

reflects RTC attrition according to the information found in the retained files at CSD.  
The conclusions and recommendations from this study are presented in the final chapter.



## VI. MULTIVARIATE LOGISTIC REGRESSION

### A. PURPOSE

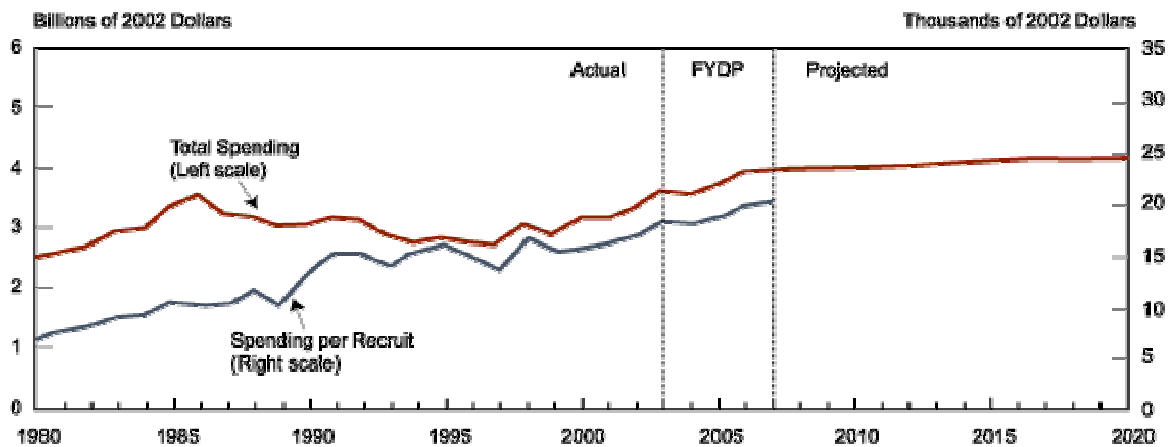
This section looks at overall attrition at RTC to gain a better understanding of the relationship between the characteristics of recruits who are discharged from RTC and the recruits who complete basic training. A further analysis is conducted to evaluate whether recruits discharged for different reasons have similar characteristics. The following questions are posed:

- Are differences found between the characteristics of recruits who attrite and those who complete basic training?
- Are some characteristics better predictors of certain types of discharge?

As recruiting costs continue to grow, involuntarily separating recruits is becoming increasingly expensive. According to the U.S. Congressional Budget Office:

DoD's recruiting budget, which currently constitutes 2 percent of Operation and Support (O&S) spending, covers the costs of attracting new personnel--costs such as advertising campaigns, the salaries and expenses of recruiters, and hiring bonuses for new service members.<sup>72</sup>

Figure 4 shows recruiting costs from 1980 through 2007 (budgeted), and projected annual costs to the year 2020.



Note: FYDP = Future Years Defense Program

Figure 5. Spending for Recruiting

Source: Congressional Budget Office Using Data from the Department of Defense.

<sup>72</sup> The United States Congressional Budget Office website <http://www.cbo.gov/showdoc.cfm?index=4010&sequence=3#figure2-10>, February 2006.

Information on the specific reasons for attrition and the specific characteristics of discharged recruits may lead to a reduction in overall attrition and related costs through policies and programs.

## **B. DATA**

The source of data used in this statistical analysis also was employed in a previous NPS thesis that analyzed enlisted attrition from RTC.<sup>73</sup> The data were provided by Commander, Navy Recruiting Command (CNRC) and came from the Personalized Recruiting for Immediate and Delayed Enlistment (PRIDE) database. PRIDE includes information on all new recruits who entered Recruit Training Command (RTC) between FY 2000 and FY 2004.

From FY 2000 through FY 2004, 24,130 recruits were discharged from RTC and 203,712 recruits completed basic training (N=227,842). The number of observations was restricted to recruits who had a military occupation (rating) assignment and had nine years of education or more. This decreased the sample size to 216,028 (consisting of 22,692 who attrited and 193,336 who completed basic training at RTC).

## **C. METHOD**

Logistic multivariate regression is used to analyze selected data on recruits to predict whether a recruit will be discharged from RTC. Three separate models are estimated to predict the likelihood that:

- A recruit attrites;
- A recruit attrites for non-psychiatric reasons; or
- A recruit attrites for psychiatric reasons

## **D. VARIABLES**

Early attrition studies, including, *“Analysis of Early Military Attrition Behavior”* by Buddin in 1984<sup>74</sup> and *“Who Stays and Who Leaves? Identifying Successful Navy Recruits”* by Cooke et al. in 1988,<sup>75</sup> have demonstrated that demographic variables and education are good predictors of first-term attrition. A person with a high school diploma

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<sup>73</sup> Monica R. Farr and Michael J. Snowden, “An Examination of the Impact of Psychiatric Conditions on Recruit Training Command Attrition Rate,” Master’s Thesis, Naval Postgraduate School (September 2005).

<sup>74</sup> Buddin, Richard, “Analysis of Early Attrition Behavior,” RAND, R-3069-MIL, July 1984.

<sup>75</sup> Cooke, T. W. and Quester, A. O.. 1988. “Who Stays and Who Leaves? Identifying Successful Navy Recruits,” Alexandria, VA: Center for Naval Analyses, Report CRM88-75.

and an AFQT percentile score greater than 50 is considered a “high quality” recruit and will have a higher probability of completing first-term enlistment. The military services continue to use education and AFQT scores as part of the selection process.

### **1. Gender, Age, Race, and Ethnicity**

Age and gender are used as predictor variables in our logit model. Age ranged from 17 to 35 years. The dataset had two different types of race coding, depending on the year the recruit entered the service. The race codes were merged into four groups: 1) White; 2) Asian; 3) Black (African American); and 4) Race Other. The responses given for Ethnicity showed that about 72 percent listed “None.” Hispanics represented 16.1 percent and the other ethnicities accounted for 12.2 percent. Ethnicity was therefore divided into Hispanics, Non-Hispanics, and No Ethnicity. The base case is an 18 year old, white male, who listed “none” for ethnicity.

### **2. Education**

A recruit who possesses a high school diploma demonstrates more adaptability and trainability as opposed simply to level of education. As Cooke states, “Evidence of an individual’s inability to adapt to a school (or work) environment is a potent indicator of inability to cope with military discipline.”<sup>76</sup>

The high school diploma graduate continues to represent the “gold standard” for military recruiting and is considered Tier 1 in the education classification system. Other educational credentials are also considered Tier 1, such as Adult Education Diploma or Home School Graduate (as of 2005-2006). In 2004, Bownds analyzed attrition by educational credential within the subgroups of the current Navy Recruit Quality Matrix. His findings indicated that this “. . . may not be the most accurate and effective method for predicting the potential success of applicants for enlistment.”<sup>77</sup>

To examine differences by education, variables on educational categories were adopted from the Bownds thesis and were restricted to the nine educational credentials listed in Table 25.

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<sup>76</sup> Cooke, T., and Quester, A., “Who Stays and Who Leaves? Identifying Successful Navy Recruits,” Center for Naval Analyses, Alexandria, VA: June 1988, p. 2.

<sup>77</sup> Christopher D. Bownds, “Updating the Navy’s Recruit Quality Matrix: An Analysis of Educational Credentials and the Success of First-Term Sailors,” Master’s Thesis, Naval Postgraduate School (March 2004).

Table 25. Education Credentials<sup>78</sup>

Variable	Variable Name	Variable Description (and Tier Classification)
High School Dropout	Dropout3	One who does not possess any form of a high school diploma (Tier III)
GED Recipient	GED2	One who possesses a non-traditional, test-based equivalency diploma (Tier II)
National Guard Youth Challenge Program Graduate <sup>79</sup>	NGYCP1	One who possesses a GED and participated in the NGYCP (Tier I)
Home School Graduate	HomeSchool1	One who possesses a non-traditional, home school diploma (Tier I)
Completed One College Semester	CollSem1	One who possesses some form of a non-traditional high school diploma, and completed at least one semester of college-level credit (Tier I)
Adult School Graduate	Adult1	One who possesses a non-traditional high school diploma from an adult education or continuation program (Tier I)
High School Graduate	HSGrad1	One who possesses a traditional high school diploma as the result of 12 years of classroom instruction (Tier I)
Associate's Degree Holder	Assoc1	One who possesses a 2-year college degree (Tier I)
Bachelor's Degree Holder	Bach1	One who possesses a 4-year college degree (Tier I)

Source: Christopher Bownds, "Updating the Navy's Recruit Quality Matrix: An Analysis of Educational Credentials and the Success of First-Term Sailors," NPS Thesis (March 2004).

<sup>78</sup> Other groups of alternative educational credential holders (like Certificate of Attendance Recipients and Correspondence School Diploma Recipients) were omitted because sample sizes were too small.

<sup>79</sup> The National Guard Youth Challenge Program (NGYCP) is a program for at-risk youth that combines quasi-military training with GED certification.

Table 26 contains tabulations of RTC attrition rates by educational credential and by Tier. The attrition rates for recruits with educational credentials in Tier I vary, and some are more consistent with Tier II attrition rates. Examples include Home School, One Semester of College, Adult Education and National Guard Youth Challenge Program, all of which have attrition rates closer to recruits with GEDs than to those who are high school diploma graduates.

Table 26. RTC Attrition Rates (Percent) by Educational Credential, Fiscal Years 2000 Through 2004

<b>Credential (Tier)</b>	<b>Number in Data Set</b>	<b>Attrition Rate (%)</b>
Dropout (III)	7,250	18.3
GED (II)	8,958	18.0
NGYCP (I)	1,281	13.0
Home School (I)	1,267	19.2
One College Semester (I)	7,108	15.0
Adult Education (I)	6,506	14.0
High School Graduate (I)	178,796	10.0
Associate's Degree (I)	1,772	9.1
Bachelor's Degree (I)	3,090	7.0
<b>Total</b>	<b>216,028</b>	<b>11.0</b>

Source: Derived from data provided by Commander, Navy Recruiting Command (CNRC), 2005.

### 3. Military Occupation Group

The data contained over 90 different classifications of occupational groups or ratings during FY 2000-FY 2004. For easier model interpretation, the ratings were consolidated into 11 occupational groups as done in a previous study (Kostiuk, Follmann, Shiells; November 1988).<sup>80</sup> A total of 13,077 recruits did not have a military occupational rating listed and were assumed to be considered unrated. Table 27 displays the occupational grouping and the individual ratings included in each group.

Table 27. Occupational Categories and Component Group Names

<b>Occupational Category</b>	<b>Component Groups (Navy Rating)</b>
Seamanship	Quartermaster (QM)
Electronic Equipment Repair	Aviation Electronics Technician (AT) Cryptologic Technician-Maintenance (CTM) Missile Technician (MT) Sonar Technician

<sup>80</sup> Peter F. Kostiuk, Dean A. Follmann, and Martha E. Sheills, CNA Research Memorandum 88-155, "Utilization of Personnel Resources Within The Navy Selected Reserve," November 1988.

<b>Occupational Category</b>	<b>Component Groups (Navy Rating)</b>
	Surface (STG) Sonar Technician (ST2) Sonar Technician (ST4) Torpedomans Mate (TM)
Communications/Intelligence	Air Traffic Control (AC) Aviation Antisubmarine Warfare Operator (AW) Cryptologic Technician (CT) Cryptologic Technician-Interpretive (CTI) Cryptologic Technician-Operator (CTO) Cryptologic Technician-Collection (CTR) Cryptologic Technician-Technical (CTT) Electronics Warfare Technician (EW) Information System Technician (IT) Intelligence Specialist (IS) Operations Specialist (OS) Signalman (SM)
Medical	Dental Technician (DT) Hospital Corpsman (HM)
Other	Engineering Aide (EA) Photographer's Mate (PM) Aerographer's Mate (AG) Musician (MU)
Administrative / Clerical	Aviation Storekeeper (AK) Aviation Maintenance Administration (AZ) Cryptologic Technician Administrative (CTA) Disbursing Clerk (DK) Journalist (JO) Legalman (LN) Postal Clerk (PC) Personnelman (PN) Religious Program Specialist (RP) Storekeeper (SK) Storekeeper-Submarines (SKS) Yeoman (YN) Yeoman-Submarines (YNS)
Mechanical    Equipment    Repair- Aviation	Aviation Boatswain's Mate –Launch / Recovery (ABE) Aviation Boatswain's Mate –Fuels (ABF) Aviation Boatswain's Mate –Handler (ABH) Aviation Machinist's Mate (AD) Aviation Electrician's Mate (AE) Aviation Structural Mechanic (AM) Aviation Ordnance (AO) Aviation Support Equipment Technician (AS) Boatswain's Mate-Aviation (BMA)

<b>Occupational Category</b>	<b>Component Groups (Navy Rating)</b>
Mechanical Equipment Repair - Surface	Construction Mechanic (CM) Damage Controlman (DC) Electrician's Mate (EM) Engineman (EN) Gunner's Mate (GM) Gas Turbine System Technician-Electrical(GSE) Gas Turbine System Technician –Maintenance (GSM) Interior Communications Electrician (IC) Machinist's Mate (MM) Machinist's Mate-Submarines (MMS) Mineman (MN)
Craftsman	Builder (BU) Construction Electrician (CE) Equipment Operator (EO) Hull Technician (HT) Lithographer (LI) Machinery Repairman (MR) Steelworker (SW) Utilitiesman (UM)
Service/Supply	Mess Management Specialist (MS) Mess Management Specialist-Submarines (MSS) Aircrew Survival Equipmentman (PR) Ship's Serviceman (SH)
Law	Master at Arms (MA)
Unrated	Airman (AN) Fireman (FN) Seaman (SN)

Source: Derived from data obtained from the Corporate Enterprise Training Activity Resource System database.

#### **4. Armed Forces Qualification Test (AFQT)**

The AFQT is used in the recruiting process to determine eligibility for enlistment and military “trainability.” It is a combination of four subtests from the Armed Services Vocational Aptitude Battery (ASVAB), including Arithmetic Reasoning, Mathematics Knowledge, Word Knowledge, and Paragraph Comprehension. The score is also considered a reasonable predictor used to measure trainability and as a predictor of on-the-job performance. According to Department of Defense Instruction 1145.01, AFQT scores deletion are divided into the following six categories by percentile:

- Category I: 93-99
- Category II: 65-92

- Category IIIA 50-64
- Category IIIB 31-49
- Category IV 10-30
- Category V 1-9

Individuals who score in Category I or II tend to be above average in trainability. Recruits who score in Category III deletion are considered average, and those who score in Category IV or V are below average and markedly below average, respectively. No recruits in Category IV or V are in this sample. For accessions, DOD 1145.01 provides guidance on the aptitude and educational groupings for qualitative distribution of military manpower.<sup>81</sup>

#### **E. SAMPLE FOR ANALYSIS**

A total of 216,026 observations are in the data set. Of these, 22,692 recruits were separated (for various reasons) and 181,711 recruits completed basic training. Ages ranged from 17 to 35 years and 59.1 percent of the sample fell into the 17 to 19 age group. Men represented 82 percent of the sample; 65 percent of the sample were white and answered “None” to ethnicity. The vast majority (82 percent) of the recruits were high school diploma graduates, and 40 percent had an AFQT score in Category IIIB. The most common occupational groups are Mechanical Repair- Aviation, Electronics, and Unrated. Of all the years, FY 2000 had the largest number of new recruits, at 47,010.

Women accounted for 14 percent of the RTC discharges and 87.0 percent of the non-attrites were men. Approximately 60 percent of the recruits were white and 27 percent were black; again, over 70 percent of the recruits in the sample did not list an ethnic background. For women, 88.3 percent were high school diploma graduates and over 61 percent scored Category II or Category IIIA on the AFQT. Medical, Communications and Unrated were the most common military occupation ratings for women. FY 2000 and FY 2001 were comparable in the percentages for women accessions at over 23 percent.

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<sup>81</sup> Defense Technical Information Center website  
[http://www.dtic.mil/whs/directives/corres/pdf/i11451\\_092005/i11451p.pdf](http://www.dtic.mil/whs/directives/corres/pdf/i11451_092005/i11451p.pdf), January 2006.



## 1. Dependent Variables

Dependent variables constructed for each of the logit regression models are listed in Table 28.

Table 28. Description of Dependent Variables for Each Model

<b>Dependent Variables</b>	<b>Variable Name</b>	<b>Variable Type</b>	<b>Variable Range</b>
Model One All recruits that attrited from RTC	Allattrites	Binary	1 = All attrites 0 = Non-Attrites
Model Two All recruits that have attrited for all other reasons (except psychiatric)	Otherattrites	Binary	1 = Other Attrites 0 = Non-Attrites
Model Three All recruits that have attrited for psychiatric reasons only.	Pyschattrites	Binary	1= Psychiatric Attrites 0=Non-Attrites

Source: Derived from data provided by Commander, Navy Recruiting Command (CNRC), 2005.

The explanatory variables are the same for each of the models. Table 29 defines the explanatory variables and the base case for comparison.

Table 29. Description of Explanatory Variables and Corresponding Base Case

<b>Variable</b>	<b>Variable Name</b>	<b>Definition</b>	<b>Base Case</b>
Gender	Sexfemale	Female =1 Male = 0	Male
Race	Asian Indian Black Other	Asian Indian Black White	White
Ethnicity	Hispanic Non-Hispanic No Ethnicity	Hispanic Non-Hispanic No Ethnicity	No Ethnicity
AFQT	CAT1 CAT2 CAT3A CAT3B	Category I Category II Category IIIA Category IIIB	Category IIIB
Military Occupation	Seamanship Elect	(Defined Above) Electronic Ratings	Unrated Ratings

<b>Variable</b>	<b>Variable Name</b>	<b>Definition</b>	<b>Base Case</b>
Rate	Communic Medic Service Law Admin Mechrepsurf  Craftsman Mechrepaviat  Other	Communications Ratings Medical Ratings Service/Supply Ratings Master at Arms Rating Administrative Ratings Mechanical Repair – Surface Ratings Craftman Rating Mechanical Repair – Aviation Rating All other ratings	
Education	Less than 11.6 Associate Failed Home HSEN 15 or greater	Less than 11.6 years of Education Associate's Degree Failed State Competency Test Home School Diploma High School Senior More than 15 years of Education	High School Diploma Graduate
Age	Age19 Age22 Age25 Age28 Age31 Age35	Age 17-19 Age 20-22 Age 23-25 Age 26-28 Age 29-31 Age 32-35	Age 17-19
Fiscal Years	FY00 FY01 FY02 FY03 FY04	FY 2000 FY 2001 FY 2002 FY 2003 FY 2004	FY 2000

Source: Derived from data provided by Commander, Navy Recruiting Command (CNRC), 2005.

## 2. Logit Models

The three logit attrition models all have the same specification:

$$y_{(\text{All attrites})} = \beta_0 + \beta_1(\text{Sexfemale}) + \beta_2(\text{Black}) + \beta_3(\text{Asian}) \\ + \beta_4(\text{Indian}) + \beta_5(\text{Raceother}) + \beta_6(\text{Hispanic}) \\ + \beta_7(\text{Non Hispanic}) + \beta_8(\text{CAT1}) + \beta_9(\text{CAT2}) + \beta_{10}(\text{CAT3A}) \\ + \beta_{11}(\text{Seamanship}) + \beta_{12}(\text{Elect}) + \beta_{13}(\text{Communic}) \\ + \beta_{14}(\text{Medic}) + \beta_{15}(\text{Service}) + \beta_{16}(\text{Law}) \\ + \beta_{17}(\text{Admin}) + \beta_{18}(\text{Mechrepsurf}) + \beta_{19}(\text{Craftsman}) \\ + \beta_{20}(\text{Mechrepaviat}) + \beta_{21}(\text{Other}) + \beta_{22}(\text{Lessthan 11.6}) \\ + \beta_{23}(\text{Assoc}) + \beta_{24}(\text{Failed}) + \beta_{25}(\text{Home}) + \beta_{26}(\text{Hssn}) \\ + \beta_{27}(\text{Morethan15}) + \beta_{28}(\text{Age17-19}) + \beta_{29}(\text{Age20-22}) \\ + \beta_{30}(\text{Age23-25}) + \beta_{31}(\text{Age26-28}) + \beta_{32}(\text{Age29-31}) \\ + \beta_{33}(\text{Age32-35}) + \beta_{34}(\text{FY01}) \\ + \beta_{35}(\text{FY02}) + \beta_{36}(\text{FY03}) + \beta_{37}(\text{FY04}).$$

However, the dependent variable for each model is different. For model 1 the dependent variable is all attrites, for model 2 it is non-psychiatric attrites, and for model 3 it is psychiatric attrites.

## 3. Preliminary Results

The descriptive statistics for the individuals who attrite for psychiatric and other reasons, as well as all attrites, are shown in Table 30.

Table 30. Preliminary Results for All Attrites, Other Attrites, Psychiatric Attrites, and Completers

Variable	All Attrites	%	Non-Psychiatric Attrites	%	Psychiatric Attrites	%	Completers	%
	22,692	<b>10.5</b>	14,233	<b>6.9</b>	8,459	<b>4.2</b>	193,336	<b>89.5</b>
<b>Gender</b>								
Male	17,548	<b>77.3</b>	11,429	<b>80.3</b>	6,119	<b>72.3</b>	159,849	<b>82.7</b>
Female	5,144	<b>22.7</b>	2,804	<b>19.7</b>	2,340	<b>27.7</b>	33,487	<b>17.3</b>
<b>Race</b>								
White	15,621	<b>68.8</b>	9,569	<b>67.2</b>	6,052	<b>71.6</b>	127,053	<b>65.7</b>
Black	4,582	<b>20.2</b>	3,108	<b>21.8</b>	1,474	<b>17.4</b>	40,081	<b>20.7</b>
Asian	623	<b>2.8</b>	397	<b>2.8</b>	226	<b>2.7</b>	9,241	<b>4.8</b>
Indian	1,327	<b>5.9</b>	814	<b>5.7</b>	513	<b>6.1</b>	10,354	<b>5.4</b>
Other	539	<b>2.4</b>	345	<b>2.4</b>	194	<b>2.3</b>	6,607	<b>3.4</b>
<b>Ethnicity</b>								
Hispanic	2,842	<b>12.5</b>	1,827	<b>12.8</b>	1,015	<b>12.0</b>	31,197	<b>16.1</b>

<b>Variable</b>	<b>All Attrites</b>	<b>%</b>	<b>Non-Psychiatric Attrites</b>	<b>%</b>	<b>Psychiatric Attrites</b>	<b>%</b>	<b>Completers</b>	<b>%</b>
Non-Hispanic	2,433	<b>10.7</b>	1,553	<b>10.9</b>	880	<b>10.4</b>	23,461	<b>12.1</b>
No Ethnicity	17,417	<b>76.8</b>	10,853	<b>76.3</b>	6,564	<b>77.6</b>	138,674	<b>71.7</b>
<b>AFQT</b>								
CAT1	708	<b>3.1</b>	410	<b>2.9</b>	298	<b>3.5</b>	10,173	<b>5.3</b>
CATII	6,529	<b>28.8</b>	4,122	<b>29.0</b>	2,407	<b>28.5</b>	66,755	<b>34.5</b>
CATIIIA	6,625	<b>29.2</b>	4,252	<b>29.9</b>	2,373	<b>28.1</b>	50,203	<b>26.0</b>
CATIIIB	8,830	<b>38.9</b>	5,449	<b>38.3</b>	3,381	<b>40.0</b>	66,205	<b>34.2</b>
<b>Military Occupational Rating</b>								
Seamanship	132	<b>0.6</b>	89	<b>0.6</b>	43	<b>0.5</b>	856	<b>0.4</b>
Electronic Equipment Repair	2,696	<b>11.9</b>	1,701	<b>12.0</b>	995	<b>11.8</b>	23,230	<b>12.0</b>
Communication	1,930	<b>8.5</b>	1,126	<b>7.9</b>	804	<b>9.5</b>	18,824	<b>9.7</b>
Medical	1,773	<b>7.8</b>	1,047	<b>7.4</b>	726	<b>8.6</b>	16,423	<b>8.5</b>
Service / Supply	1,317	<b>5.8</b>	828	<b>5.8</b>	489	<b>5.8</b>	8,435	<b>4.4</b>
Law	438	<b>1.9</b>	259	<b>1.8</b>	179	<b>2.1</b>	4,269	<b>2.2</b>
Administration	1,471	<b>6.5</b>	902	<b>6.3</b>	569	<b>6.7</b>	11,095	<b>5.7</b>
Mech Repair-Surface	2,265	<b>10.0</b>	1,481	<b>10.4</b>	784	<b>9.3</b>	19,076	<b>9.9</b>
Craftsman	789	<b>3.5</b>	551	<b>3.9</b>	238	<b>2.8</b>	6,960	<b>3.6</b>
Mech Repair-Aviation	2,806	<b>12.4</b>	1,885	<b>13.2</b>	921	<b>10.9</b>	25,847	<b>13.4</b>
Other Rates	125	<b>0.6</b>	79	<b>0.6</b>	46	<b>0.5</b>	1,539	<b>0.8</b>
Unrated	6,293	<b>27.7</b>	3,887	<b>27.3</b>	2,406	<b>28.4</b>	44,462	<b>23.0</b>
<b>Education</b>								
Dropout3	1,325	<b>5.8</b>	851	<b>6.0</b>	474	<b>5.6</b>	5,925	<b>3.1</b>
GED2	1,580	<b>7.0</b>	1,043	<b>7.3</b>	537	<b>6.4</b>	7,378	<b>3.8</b>
NGYCP1	165	<b>0.7</b>	102	<b>0.7</b>	63	<b>0.7</b>	1,116	<b>0.6</b>
HomeScholl1	243	<b>1.1</b>	156	<b>1.1</b>	87	<b>1.0</b>	1,024	<b>0.5</b>
Collsem1	1,063	<b>4.7</b>	675	<b>4.7</b>	388	<b>4.6</b>	6,045	<b>3.1</b>
Adult1	905	<b>4.0</b>	562	<b>4.0</b>	343	<b>4.1</b>	5,601	<b>2.9</b>
HSGrad1	17,049	<b>75.1</b>	10,640	<b>74.8</b>	6,409	<b>75.8</b>	161,747	<b>83.7</b>
Assoc1	162	<b>0.7</b>	87	<b>0.6</b>	75	<b>0.9</b>	1,610	<b>0.8</b>
Bach1	200	<b>0.9</b>	117	<b>0.8</b>	83	<b>1.0</b>	2,890	<b>1.5</b>
<b>Age</b>								
Age 17-19	12,628	<b>55.7</b>	7,582	<b>53.3</b>	5,046	<b>59.7</b>	117,412	<b>60.7</b>
Age 20-22	6,456	<b>28.5</b>	4,227	<b>29.7</b>	2,229	<b>26.4</b>	49,835	<b>25.8</b>
Age 23-25	2,050	<b>9.0</b>	1,391	<b>9.8</b>	659	<b>7.8</b>	15,720	<b>8.1</b>
Age 26-28	853	<b>3.8</b>	561	<b>3.9</b>	292	<b>3.5</b>	5,683	<b>2.9</b>
Age 29-31	438	<b>1.9</b>	301	<b>2.1</b>	137	<b>1.6</b>	2,898	<b>1.5</b>
Age 32-35	267	<b>1.2</b>	171	<b>1.2</b>	96	<b>1.1</b>	1,788	<b>0.9</b>
<b>Fiscal Year</b>								
FY00	6,932	<b>30.6</b>	4,392	<b>30.9</b>	2,540	<b>30.0</b>	43,106	<b>22.3</b>
FY01	6,012	<b>26.5</b>	3,835	<b>26.9</b>	2,177	<b>25.7</b>	42,592	<b>22.0</b>
FY02	3,630	<b>16.0</b>	2,180	<b>15.3</b>	1,450	<b>17.1</b>	37,767	<b>19.5</b>
FY03	3,554	<b>15.7</b>	2,402	<b>16.9</b>	1,152	<b>13.6</b>	34,683	<b>17.9</b>
FY04	2,564	<b>11.3</b>	1,424	<b>10.0</b>	1,140	<b>13.5</b>	35,188	<b>18.2</b>

Source: Derived from data provided by Commander, Navy Recruiting Command (CNRC), 2005.

Recruits who are men, aged 17-19 years, Asian, Hispanic (ethnicity), and a Category I or II for AFQT are more likely to complete initial training at RTC. High school diploma graduate, Associate's Degree, and Bachelor's Degree recruits are less likely to attrite than alternative credential holders. FY02 to FY04 proportionately had less attrites when compared to recruits who completed bootcamp.

Medical, legal, drugs, and physical readiness failures (Non-Psychological Attrites) account for 63 percent of all attrites, while Psychiatric problems account for 37.2 percent of all discharges. Gender attrition rates are similar across discharge types, except that women tend to be discharged more often than males for psychiatric reasons. White recruits are dominant in all categories of attrition; black recruits are discharged more often for Non-Psychiatric reasons than for psychiatric causes; and Alaska Native/American Indian tend to be discharged more often for psychiatric reasons. Asians appear to attrite at lower rates than do recruits of other races. Recruits who indicate "None" for ethnicity appear to attrite at higher rates than Hispanics and non-Hispanics.

AFQT scores are comparable across attrition types. However, AFQT Category IIIA and Category IIIB have higher attrition rates. Nearly 40 percent of Psychiatric Attrites scored in AFQT category IIIB, which compares with about 34 percent of completers. Attrition rates of high school diploma graduates are similar across all groups.

Attrition by Military Occupation Ratings varies. Seamanship, Service/Supply, Administration, and Unrated have higher attrition rates than do other groups. Among specific ratings, Mechanical Repair-Surface tends to be an Other Attrite versus a Psychiatric Attrite. Unrated personnel are more likely to attrite for psychiatric reasons.

Recruits enter the Navy and report to boot camp soon after high school graduation and are typically around 19 years old. Recruits aged 17 to 19 years constitute the largest percentage of recruits discharged for all reasons. Psychiatric reasons account for 40 percent of all discharges in the 17-19 years age group.

#### 4. Results from All Attrites Logit Model (Model 1)

This model analyzed attrition rates for any reason. Table 31 displays the parameter results from the logit multivariate regression and the partial effects for the All Attrite Model. From this analysis, it can be seen that many variables are statistically significant at the 0.01 level (using a two-tailed test).

Table 31. Logistic Regression Results for the All Attrite Model

Parameter	Estimate	Pr > ChiSq	Partial Effect
Intercept	-1.6859	<.0001	
Female	0.3957	<.0001 *	0.057
Black	-0.2712	<.0001 *	-0.031
Asian	-0.6116	<.0001 *	-0.062
Indian	0.1029	0.0087*	0.013
Race-Other	-0.2375	<.0001*	-0.028
Hispanic	-0.3908	<.0001*	-0.043
NonHispanic	-0.1126	0.0005*	-0.014
Category I	-0.7083	<.0001*	-0.069
Category II	-0.4119	<.0001*	-0.045
Category IIIA	-0.1669	<.0001*	-0.020
Seamanship	-0.0495	0.6045	-0.006
Electronic Repair	-0.00595	0.8224	-0.001
Communications	-0.1121	<.0001*	-0.014
Medical	-0.0954	0.0010*	-0.012
Service/Supply	0.2006	<.0001*	0.027
Law	-0.0455	0.3935	-0.001
Administration	-0.0439	0.1686***	0.006
Mechanical Repair-Surface	-0.0612	0.0213**	-0.008
Craftsman	-0.1558	0.0001*	-0.019
Mechanical Repair Aviation	-0.1395	<.0001*	-0.017
Other Ratings	-0.3569	0.0002*	-0.040
Dropout3	0.7743	<.0001*	0.126
GED2	0.7094	<.0001*	0.113
NGYCP1	0.3060	0.0003*	0.043
Home School	0.6342	<.0001*	0.099
Collsem1	0.3909	<.0001*	0.057
Adult1	0.3247	<.0001*	0.046
Assoc1	-0.0945	0.2638	-0.012
Bach1	-0.3521	<.0001*	-0.39
Age 20-22	0.2009	<.0001*	0.027
Age 23-25	0.2688	<.0001*	0.037
Age 26-28	0.4609	<.0001*	0.068
Age 29-31	0.4814	<.0001*	0.072
Age 32-35	0.5256	<.0001*	0.079
FY01	-0.1248	<.0001*	-0.015
FY02	-0.4948	<.0001*	-0.052
FY03	-0.4035	<.0001*	-0.044
FY04	-0.7052	<.0001*	-0.069
<b>N = 216, 028</b>			

Parameter	Estimate	Pr > ChiSq	Partial Effect
* Significant at the 0.01 level			
** Significant at the 0.05 level			
*** Significant at the 0.10 level			

Source: Derived from data provided by Commander, Navy Recruiting Command (CNRC), 2005.

For this model, the base case has a predicted probability of attrition at 0.16. Women have a significantly higher probability (5.7 percentage points) of attriting than do men. All race variables were significant at the 0.01 level. Black, Asian, and Other races are less likely to attrite when compared with whites, while Alaskan Native/American Indians were found more likely to attrite than whites. All ethnic groups, when compared with recruits who responded “None” to ethnicity, were less likely to attrite.

Recruits who scored in AFQT Category I, II, or IIIA were less likely to attrite than those in Category IIIB. Associate’s Degree was the only educational credential not significant at any level. High school dropouts, GED, NGYCP, home school, and recruits with one semester of college were all more likely to attrite when compared with high school diploma graduates. Recruits who were high school dropouts or possessed a GED had a probability that was over 11 percentage points higher than the base case.

Seamanship, Electronics and Law were the only occupational ratings not significant, when compared with the unrated recruit. The only significant ratings that had a positive sign were Service/Supply and Administration. All age groups were significant at the 0.01 level and, in general, the older the recruit, the higher the probability of attrition. All fiscal years had lower probabilities of attrition when compared with FY 2000, indicating that attrition rates have been in a downward trend.

## 5. Results of Non-Psychiatric Logit Attrition Model (Model 2)

Models 2 and 3 were constructed to address the question of whether the predictors of the two types of attrites - psychiatric and non-psychiatric – were the same. The idea is to look for comparisons and differences in the predictors for the two types of attrites. Non-Psychiatric attrites are defined as recruits who were discharged for any reason except psychiatric. A two-tailed test is used to interpret the significance of the variables. Table 32 displays the logistic multivariate regression results of Model 2.

Table 32. Logistic Multivariate Regression Results and Partial Effects of the Non-Psychiatric Logit Attrition Model

Parameter	Estimate	Pr > ChiSq	Partial Effect
Intercept	-2.2858	<.0001	
Female	0.2251	<.0001 *	0.021
Black	-0.1259	<.0001 *	-0.010
Asian	-0.5873	<.0001 *	-0.039
Indian	0.0843	0.0842**	0.007
Race-Other	-0.2272	0.0001*	-0.017
Hispanic	-0.3221	<.0001*	-0.024
NonHispanic	-0.0663	0.0948**	-0.005
Category I	-0.7326	<.0001*	-0.046
Category II	-0.3483	<.0001*	-0.025
Category IIIA	-0.0991	<.0001*	-0.008
Seamanship	0.1396	0.2198	0.012
Electronic Repair	-0.0108	0.7408	-0.001
Communications	-0.1703	<.0001*	-0.013
Medical	-0.1349	0.0002*	-0.011
Service / Supply	0.2164	<.0001*	0.020
Law	-0.0745	0.2703	-0.006
Administration	0.0285	0.4716	0.002
Mechanical Repair-Surface	-0.0269	0.4065	-0.002
Craftsman	-0.0397	0.4099	-0.003
Mechanical Repair Aviation	-0.0705	0.0181*	-0.006
Other Ratings	-0.3284	0.0053*	-0.024
Dropout3	0.7383	<.0001*	0.083
GED2	0.6918	<.0001*	0.077
NGYCP1	0.2999	0.0042*	0.028
Home Schol1	0.6607	<.0001*	.0.072
Collsem1	0.3604	<.0001*	0.035
Adult1	0.2946	<.0001*	0.028
Assoc1	-0.2958	0.0084*	-0.022
Bach1	-0.4613	<.0001*	-0.032
Age 20-22	0.2843	<.0001*	0.027
Age 23-25	0.3905	<.0001*	0.038
Age 26-28	0.5468	<.0001*	0.057
Age 29-31	0.6207	<.0001*	0.067
Age 32-35	0.6009	<.0001*	0.064
FY01	-0.1234	<.0001*	-0.010
FY02	-0.5570	<.0001*	-0.037
FY03	-0.3471	<.0001*	-0.025
FY04	-0.8446	<.0001*	-0.050
<b>N = 207, 569</b> * Significant at the 0.01 level ** Significant at the 0.05 level *** Significant at the 0.10 level			

Source: Derived from data provided by Commander, Navy Recruiting Command (CNRC), 2005.



The results are very similar to Model One. For this model the base case has a 0.09 probability of attrition for all reasons other than psychiatric. For race, the Alaskan Native/American Indian and the Non-Hispanic ethnic group are now significant at the 0.05 level versus the 0.01 level in Model One. All AFQT categories continue to be significant at all levels and are less likely to attrite when compared with Category IIIB. For education credentials in Tier I, Associate's and Bachelor's Degrees are still the least likely to attrite (compared to high school diploma graduates). Home School, as a Tier I has a 7.0 percent probability above the base case for being a Non-Psychiatric attrite. In this model, three additional military occupation rates are no longer significant at any of the usual levels when compared with Model 1 - Administration, Mechanical Repair-Surface, and Craftsman. As age increases, the predicted probabilities increase from the base case. Again, all years are less likely to attrite when compared with FY 2000.

The key differences between model 2 and model 1 are that the occupational groupings for Administration and Mechanical Repair-Surface are no longer significant in the Non-Psychiatric Attrite Model when compared to the All Attrite model. Also, recruits with an Associate's Degree becomes significant at the .01 level and are less likely to attrite when compared to a high school diploma graduate.

## 6. Results for Psychiatric Logit Attrition Model (Model 3)

Model 3 analyzes the determinants of psychiatric attrition. There were only 8,459 attrites in the sample. Table 33 shows the results of a logistic multivariate analysis of Psychiatric Attrites.

Table 33. Logistic Multivariate Results and Partial Effects for Psychiatric Attrites

Parameter	Estimate	Pr > ChiSq	Partial Effect
Intercept	-2.6094	<.0001	
Sexfemale	0.6454	<.0001 *	0.054
Black	-0.5362	<.0001 *	-0.027
Asian	-0.6559	<.0001 *	-0.032
Indian	0.1317	0.0305**	0.009
Race-Other	-0.2567	0.0009*	-0.015
Hispanic	-0.5122	<.0001*	-0.026
NonHispanic	-0.1916	0.0002*	-0.011
Category I	-0.6789	<.0001*	-0.033
Category II	-0.5181	<.0001*	-0.027
Category IIIA	-0.2820	<.0001*	-0.016
Seamanship	-0.1051	0.5077	-0.006
Electronic Repair	-0.00086	0.9835	-0.001
Communications	-0.0267	0.5368	-0.002

Parameter	Estimate	Pr > ChiSq	Partial Effect
Medical	-0.0352	0.4252	-0.002
Service / Supply	0.1704	0.0009*	0.012
Law	0.00385	0.9621	0.000
Administration	0.0670	0.1728***	0.004
Mechanical Repair-Surface	-0.1247	0.0036*	-0.008
Craftsman	-0.3820	<.0001*	-0.021
Mechanical Repair Aviation	-0.2698	<.0001*	-0.015
Other Ratings	-0.3997	0.0088*	-0.022
Dropout3	0.8371	<.0001*	0.077
GED2	0.7286	<.0001*	0.064
NGYCP1	0.3074	0.0191*	0.022
Home School	0.5882	<.0001*	0.048
Collsem1	0.4465	<.0001*	0.035
Adult1	0.3678	<.0001*	0.028
Assoc1	0.2150	0.0768**	0.015
Bach1	-0.1573	0.1784***	-0.009
Age 20-22	0.0552	0.0370**	0.004
Age 23-25	0.0394	0.3656	0.003
Age 26-28	0.2976	<.0001*	0.022
Age 29-31	0.2186	0.0158*	0.015
Age 32-35	0.3808	0.0004*	0.029
FY01	-0.1295	<.0001*	-0.008
FY02	-0.3998	<.0001*	-0.022
FY03	-0.5137	<.0001*	-0.026
FY04	-0.5014	<.0001*	-0.026
<b>N = 201, 795</b> * <b>Significant at the 0.01 level</b> ** <b>Significant at the 0.05 level</b> *** <b>Significant at the 0.10 level</b>			

Source: Derived from data provided by Commander, Navy Recruiting Command (CNRC), 2005.

As with the previous two models, gender, race, and ethnicity variables are still statistically significant. For this model, the base case has a 7.0 percent probability of being a psychiatric attrite. The higher the AFQT, the lower the psychiatric attrite probability. In this model, a recruit with an Associate's Degree is now more likely to attrite and is significant at the .05 significance level. Recruits with a Bachelor's Degree are still likely to attrite, but only at the .10 significance level.

The only age group no longer significant is 23-25 years; otherwise, age is a significant positive predictor. Recruits in Service/Supply and Administration ratings have a relatively greater chance of attriting than do recruits in other ratings. Further, as age increases, so does the probability of attriting. The effect of fiscal year remained comparable to that found in the previous models.

The key differences are once again in the occupational fields where Communications, and Medical are no longer significant when compared to the Non-Psychiatric Model. Administration, Mechanical Repair-Surface, and Craftsman are significant in the Psychiatric Model and the All Attrite Model, but not significant in the Non-Psychiatric Model.

## **F. CONCLUSION**

The present study compared non-psychiatric attrition and psychiatric attrition to determine if predictors differed between these two types of discharges. The effect of gender, race, AFQT categories, age, and fiscal year were consistent in all three models. All discharges, and those discharged for non-psychiatric and psychiatric reasons have strikingly similar demographic predictors. The occupational ratings of Seamanship, Electronic Repair, and Law were not significant for any of the models.

All education credentials in Tier I do not have the same effect as does the high school diploma. For example, recruits with National Guard Youth Challenge, Home School, One semester of college, and Adult Education Diploma have a higher probability of attriting than the base case (high school diploma graduate) in all three models. Additionally, Model Three showed that recruits with an Associate's Degree have a higher probability of attriting than do high school diploma graduates. Overall, this analysis was not able to highlight background characteristics that differentiated psychiatric from non-psychiatric attrites.

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## VII. SUMMARY, CONCLUSIONS, AND RECOMMENDATIONS

### A. RESEARCH QUESTIONS AND ANSWERS

This thesis examines the administrative separation process at RTC Great Lakes and how it applies to the documentation of attrition. Specifically, this thesis successfully answered the following research questions.

#### 1. Primary Research Questions

Do the person events codes used in the CETARS database accurately document the different reasons for medical and psychiatric attrition at RTC?

The CETARS database is used to track students' progress during different training assignments throughout a Navy career. When students fail to complete a training assignment, CETARS captures this failure of completion through the use of person events codes. For example, when a recruit is separated from RTC, it is recorded in CETARS using the person events code derived from the "retained files" stored in the Separations Branch at RTC CSD. The CETARS database can then be used to analyze attrition patterns from RTC by examining the person events codes. Following previous research, the authors determined that the two most prevalent reasons for attrition from RTC are related to medical and psychiatric conditions. A total of 754 "retained files" were reviewed to determine if the person events codes for psychiatric and medical reasons in these files are the same codes as recorded in the CETARS database. After examining the files and comparing the codes from the "retained files" to those in CETARS, it was concluded that CETARS does indeed accurately document the different reasons for medical and psychiatric attrition at RTC. More specifically, the CETARS database is 95.2 percent accurate in documenting medical reasons for attrition and 94.2 percent accurate for psychiatric reasons.

Can the current documentation system used at RTC be improved for research purposes?

After intensive examination of the "retained files" discussed above and reviewing the CETARS database, it was determined that the current system used at RTC to document attrition is adequate to assist researchers in data collection and analysis. Even

though the different person events codes within CETARS are not specific as to the actual medical and psychiatric diagnoses for recruits separated from RTC, the specific reasons can be obtained from the Composite Health Care System (CHCS). CHCS is one of the largest medical information systems in the world and the primary source of automated medical information for the Department of Defense (DOD).<sup>82</sup> All patients evaluated at a military healthcare facility have their reason for evaluation and their exact diagnosis documented in CHCS using the International Classification of Diseases, 9<sup>th</sup> Revision, Clinical Modification (ICD-9-CM) classification system.

ICD-9-CM is the official system for assigning codes to diagnoses and procedures associated with hospital utilization in the United States.<sup>83</sup> If researchers are seeking specific reasons for why recruits are discharged from the military for medical and psychiatric reasons, they could extract data from CHCS using ICD-9-CM codes to determine the exact diagnoses. Although there are more stringent policies regarding the access of highly sensitive and personal medical information, researchers can obtain the required approval to obtain information about medical conditions by requesting the information from the respective healthcare facility.

What are the specific psychiatric conditions that result in separation from RTC?

When reviewing the “retained files” at RTC CSD, the specific diagnoses could only be obtained for psychiatric conditions and not for medical conditions. This is because the “retained files” only contain a NITRAS code; NITRAS codes correspond to a medical specialty and not to a specific diagnosis. The specific psychiatric conditions that were determined from the review of “retained files” were documented above in Tables 22, 23, and 24, and include the following in order of frequency of occurrence:

- Personality Disorder, Not Otherwise Specified
- Adjustment Disorder
- Borderline Personality Disorder
- Attention Deficit Hyperactivity Disorder (ADHD)

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<sup>82</sup> Military Health Systems Help Desk website <http://www.mhs-helpdesk.com/Pages/chcs.asp>, February 2006.

<sup>83</sup> Centers for Disease Control website <http://www.cdc.gov/nchs/about/otheract/icd9/abtcd9.htm>, February 2006.

- Alcohol Dependence
- Depressive Disorder, Not Otherwise Specified
- Anxiety Disorder
- Major Depressive Disorder
- Post-Traumatic Stress Disorder (PTSD)
- Antisocial Personality Disorder

What are the most common Separation Program Designator (SPD) codes documented on the DD 214, and do the SPD codes and the CETARS person events codes assist in describing attrition at RTC?

A listing of the SPD codes documented on the DD 214 in the sample of 754 “retained files” reviewed can be found above in Table 15. The two most common SPD codes, JFC (Erroneous Entry [Other]) and JDA (Fraudulent Entry into the Military), make up 56 percent of all the SPD codes. These codes indicate whether an individual concealed information regarding the enlistment, rather than describe the actual reason for attrition.

The present study could not determine if the SPD codes are related to the CETARS person events codes. As discussed above, the SPD code is documented on the DD 214, which provides the service member and other government agencies with a brief record of the member’s active duty service and assists in determining enlistment/reenlistment eligibility. The CETARS person events code “represents a student’s status which is documented on a continual basis while he or she is assigned to a training activity.”<sup>84</sup> It seems, in this study, that the CETARS person events codes and the SPD codes are not related in documenting attrition.

## **2. Secondary Research Questions**

Are differences found between the characteristics of recruits who attrite and recruits who complete basic training?

Many of the characteristics of attrites and non-attrites are similar. However, women attrite more than men. At the same time, in looking at race/ethnicity, blacks and Asians attrite less than do whites. Generally, recruits who identified with an ethnic group

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<sup>84</sup> Corporate Enterprise Training Activity Resource System (CETARS) website <https://www.ntcnet.navy.mil/cetars/cetars.htm>, January 2006.

were less likely to attrite. The majority of the recruits in the database did not list an ethnic background.

High school graduation continues to be one of the best indicators of a recruit's likelihood for successful service. In fact, the high school diploma stands out among other credentials in Tier 1 as a predictor of service completion by Navy recruits. For example, recruits who enlist with National Guard Youth Challenge, home school, one semester of college, or an Adult Education Diploma have a higher probability of attriting than do those with a traditional high school diploma. Recruits who scored in Categories I, II, and IIIA (in that order) on the AFQT were less likely to attrite than were recruits who scored in Category IIIB.

Are some characteristics better predictors of certain types of discharge?

Gender, age, race, ethnicity, AFQT score, and fiscal year of accession are very similar between psychiatric and non-psychiatric attrites. Recruits who had an Associate's Degree were more likely to attrite for psychiatric reasons than were those with only a traditional high school diploma. Fewer military occupational groups were significant in relation to psychiatric attrites. In general, the characteristics used in this analysis are common to all attrites.

## **B. CONCLUSIONS**

The present study suggests that it is not necessary to change the attrition documentation process currently in place at RTC Great Lakes. The CETARS database, used by RTC to record attrition, is considered accurate. Adding the capability of recording more than one person events code will not significantly improve the overall ability of researchers in studying medical and psychiatric attrition. For researchers interested in the specific reasons for attrition related to medical and psychiatric conditions, detailed information can be obtained through a simple analysis of CHCS.

The specific psychiatric conditions resulting in separation from RTC are noted above. The most frequently occurring conditions from the sample used in this study include the following: Personality Disorder, Not Otherwise Specified, Adjustment Disorder, Borderline Personality Disorder, and Attention Deficit Hyperactivity Disorder (ADHD). Previous research has recommended that an attempt be made to "roll back" or offer "counseling" to recruits who would otherwise be separated with psychiatric



disorders.<sup>85</sup> The present study finds that these interventions would not necessarily be beneficial to the Navy. The greatest number of recruits separated from RTC with a psychiatric condition fall into the Personality Disorder category. Abundant research demonstrates the multitude of problems regarding the treatment of military members with Personality Disorders. Gunderson and Hourani, for example, report that Personality Disorders are one of the leading causes of early separation from the Navy and that:

Clinical studies have shown that individuals with Personality Disorders have significant difficulty adjusting to military life, have limited coping skills, and may be unable to respond to leadership, counseling, and therapeutic measures available in a military setting.<sup>86</sup>

Also, Derrer and Gelles state that:

Individuals with personality disorders do not mesh with the good order and discipline necessary for the effective functioning of a military unit. They disrupt the cohesiveness of their units, are dangerous in their impulsiveness and unreliability, and adapt poorly to the demands of military life.<sup>87</sup>

Recruits with Borderline Personality Disorder, the third largest category of psychiatric attrition, are difficult to treat and research shows that individuals with this type of personality disorder do not perform well in a military setting. Finley-Belgrad asserts that, historically, the treatment of patients with Borderline Personality Disorder has been difficult because of regression, overwhelming affect, and impulsive behavior.<sup>88</sup> Clearly, based on previous research, recruits at RTC who are diagnosed with a Personality Disorder would likely not benefit from any type of “roll back” period, additional counseling sessions, or other interventions that attempt to salvage their military career. Research into Personality Disorders indicates that any attempt to rehabilitate these patients in a military setting creates problems, and that the best way to handle

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<sup>85</sup> Monica R. Farr and Michael J. Snowden, “An Examination of the Impact of Psychiatric Conditions on Recruit Training Command Attrition Rate,” Master’s Thesis, Naval Postgraduate School (September 2005).

<sup>86</sup> Gunderson, Eric K. and Laurel L. Hourani, “The Epidemiology of Personality Disorders in the U.S. Navy,” *Military Medicine*, vol. 168, (July 2003): 575.

<sup>87</sup> Derrer, Douglas and Michael Gelles, “Unloading the Walking Wounded,” Proceedings, December 1989.

<sup>88</sup> Finley-Belgrad, Elizabeth A., “Borderline Personality Disorder,” eMedicine website <http://www.emedicine.com/ped/topic270.htm>, February 2006.

recruits with Personality Disorders is to expedite their administrative separation from the military. Expeditious discharge is the current practice at RTC.

Another common psychiatric condition responsible for a recruit's early discharge from RTC is ADHD, as noted above. Of the recruits in the sample discharged from RTC with a psychiatric condition, 13 percent were diagnosed with ADHD. The medical standards were recently changed for enlistment of recruits with a history of ADHD. According to the instruction governing medical standards for appointment, Department of Defense Instruction 6130.4, discussed in Chapter I of this study: "Attention Deficit Disorder/Attention Deficit Hyperactivity Disorder...is disqualifying, unless applicant can demonstrate passing academic performance and there has been no use of medication(s) in the previous 12 months."<sup>89</sup> Due to the large number of recruits being discharged from the Navy with ADHD, this standard may require further examination to ensure that applicants who are permitted to enlist with a history of ADHD have the mental capacity to meet performance requirements.

Over one-half (59.3 percent) of recruits discharged from RTC for medical reasons fall into the categories of Orthopedics and Internal Medicine, which constitute 31.3 percent and 28.0 percent of the medical discharges, respectively (See Table 16). These categories do not specifically denote the exact diagnoses of the recruits who are separated. Once again, as noted above, a simple analysis of the CHCS database would provide information as to the specific diagnosis.

Multivariate logistic regression analysis was unable to differentiate the characteristics of all attrites and psychiatric attrites versus non-psychiatric attrites.

### **C. RECOMMENDATIONS**

As has been reported throughout this study, pre-service psychiatric disorders are the single most-common reason for attrition from RTC. In examining the process for screening applicants for psychiatric disorders, it is noted that there are few questions on the medical screening forms (DD 2807-1 and 2807-2) to help determine whether or not an applicant may have a disqualifying psychiatric condition. It is recommended that

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<sup>89</sup> Department of Defense Instruction 6130.4, Section E1.25.1.

additional questions be developed for the medical screening form to better identify pre-service psychiatric conditions.

This study concluded that the most common reasons for psychiatric-related attrition are Personality Disorders and Adjustment Disorders. To better screen recruits with these psychiatric conditions several studies have recommended using additional psychiatric screening tools. New psychiatric screening tools have both potential benefits and costs. Therefore, an analysis should be conducted to determine the costs and benefits of developing, implementing, and administering such a tool. It is important to note here that, many applicants continue to hide their pre-service medical and psychiatric conditions. Therefore, even with more in-depth psychiatric screening, it is likely that a number of applicants would continue to conceal their psychiatric conditions.

The most effective screening mechanism in determining psychiatric conditions may already be in place. It is called Navy boot camp. The National Research Council reports in a 2006 study:

Psychological adaptation to military service is critical for successful completion of a tour of duty. Stressors associated with transition from civilian to military life includes changes in living arrangements, geographic locations, peer relationships, support systems schedules, priorities, and control over one's life, as well as separation from family and friends, difficulties in communication with home, and loss of privacy.<sup>90</sup>

In addition to developing better screening mechanisms to determine pre-service psychiatric conditions, it may helpful for the MEPS physicians to have access to the applicant's entire recruiting record and not just the medical history. As noted in Chapter I, MEPS physicians do not have any documentation regarding the applicant's social history that may provide insight into behaviors that are consistent with a psychiatric condition. Background information that may be predictive would include the applicant's criminal history, school history, or any other history showing problems with authority or raising other concerns for a potential psychiatric disorder. By having access to these

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<sup>90</sup> National Research Council, *Assessing Fitness for Military Enlistment: Physical, Medical, and Mental Health Standards*. The National Academies Press, Washington, D.C.: 2006.

records, the physicians would be better able to properly screen applicants with actual or potential psychiatric conditions.

Another recommendation for further study is in the area of accession standards for applicants with ADHD. The medical standards for enlistment of recruits with a history of ADHD were recently changed, as discussed above. As a result of this recent change in the standards for enlistment, an increasing number of applicants with a history of ADHD are gaining entry into the Navy. The net result is an increased number of recruits with ADHD being discharged from RTC. Due to the large number of recruits being discharged from the Navy with ADHD, the new standard may require further evaluation to ensure that applicants who are permitted to enlist with a history of ADHD are able to meet performance requirements.

A February 2006 Wall Street Journal article by Jaffe discusses recent changes by the U.S. Army in basic training to reduce attrition.<sup>91</sup> One interesting change is the relaxed standards for some medical and psychiatric conditions. As Jaffe notes:

Soldiers with certain medical conditions get more help as well. Recruits with mild asthma now are allowed to carry inhalers with them. Privates who come to the Army with a history of mild depression now can take Paxil or Zoloft. Both changes, pushed through last fall, are ‘contributing to the lower attrition overall.’<sup>92</sup>

The Navy would need to examine the costs and benefits of these new policies. Nevertheless, if changes such as these are successful for Army recruits, it is certainly likely they would be successful for the Navy as well.

Finally, further study is needed into how the different discharge codes (CETARS person events, SPD, and ISC) are determined and whether these codes are interrelated in documenting attrition. Previous studies have reported inconsistencies in the codes used on personnel records for members discharged with the same underlying reason. Further analysis is recommended into how consistently SPD codes are applied for members separated for similar reasons.

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<sup>91</sup> Jaffe, Greg, “Marching Orders: To Keep Recruits, Boot Camp Gets A Gentle Revamp,” Wall Street Journal. (Eastern Edition). New York, N.Y.: February 15, 2006.

<sup>92</sup> Ibid

## APPENDIX A. PRESCREEN OF MEDICAL HISTORY<sup>93</sup>

### INSTRUCTIONS FOR DD FORM 2807-2, MEDICAL PRESCREEN OF MEDICAL HISTORY REPORT

1. This form is to be completed by each individual who requires medical processing in accordance with Army Regulation 40-501 Chapter 2 standards, or Department of Defense Directive 6130.3, "Physical Standards for Appointment, enlistment, or Induction." The form should be completed by the applicant with the assistance of the recruiter, parent(s), or guardian, as needed (see page 2).
2. This form replaces the existing medical prescreening form (DD Form 2246). The revisions are designed to ensure that medical prescreening questions "used by recruiters and by U.S. Military Entrance Processing Command are specific, unambiguous and tied directly to the types of medical separations most common for recruits during basic training and follow-on training" (per P.L. 105-85, Div. A, Title V, S 532).
3. Use of this form will also facilitate efficient, timely, and accurate medical processing of individuals applying for service in the United States Armed Forces or Coast Guard. The form is designed to assist recruiters in the medical pre-screening of applicants.
4. The individual completing the DD Form 2807-2 will submit the form, at a minimum, 1 processing day in advance to the MEPS projected to process the individual. A minimum of 2 processing days in advance is required if support documentation (e.g., private physicians paperwork, treatment records, etc.) is required to augment the MEPS CMO review.

#### EXPLANATION OF CODES.

Items are followed by numbers that refer to the following:

(1) If the applicant has been seen by a physician and/or has been hospitalized for the condition, obtain medical documentation with a medical release form and submit records to the MEPS Medical Section. After the MEPS Medical Officer reviews the provided information, the appropriate recruiting service member will be informed of the examinee's processing status, or if additional record review or specialty consultation may be required for further processing or qualification determination.

a. If the applicant was evaluated and/or treated on an out-patient basis, obtain a copy of actual treatment records of the private medical doctor (PMD) or health care provider (HCP), to include (if any):

- office or clinic assessment and progress notes, including the initial assessment documents, subsequent evaluation and treatment documents, and record and date when released from doctor's care to full, unrestricted activity;
- emergency room (ER) report;
- study reports (e.g., x-ray report(s), magnetic resonance imaging (MRI) report(s), or Computerized Tomography (CT) scan report(s), etc.);
- procedure reports (e.g., arthroscopy, electroencephalogram (EEG; brain wave test), echocardiogram (ultrasound of the heart), etc.);
- pathology reports (e.g., if tissue specimens taken from the body and sent to lab for microscopic diagnosis, etc.);
- specialty consultation records (e.g., neurologist, cardiologist, OB/Gynecologist, gastroenterologist, orthopedic surgeon, pulmonologist, allergist, etc.).

b. If the applicant was hospitalized, then obtain a copy of the hospital record, to include (if any): ER report, admission history and physical, study reports, procedure reports, operative report (especially necessary for surgery to bone or joint), pathology report, specialty consultation reports, and discharge summary.

(2) If an applicant has been diagnosed or treated since age 12 for any attention disorder (Attention Deficit Disorder (ADD) or Attention Deficit Hyperactivity Disorder (ADHD), etc.), academic skills or perceptual defect, or has had an Individual Education Plan (IEP), call the MEPS for additional instructions.

(3) Condition to be discussed with the examining Medical Officer at time of the medical examination.

(4) Call MEPS Medical Section to discuss examinee's medical history BEFORE sending the individual in for physical examination.

(5) Send medical reports to MEPS for review before sending applicant for physical ("papers only" medical review), and MEPS Medical Section will advise regarding further medical processing. Records pertaining to non-psychiatric diagnoses may be sent to the Medical Section of the processing MEPS, with the envelope stating: "CONFIDENTIAL: MEPS MEDICAL SECTION."

(6) Send all documentation relating to ANY past or present evaluation, treatment or consultation with a psychiatrist, psychologist, counselor or therapist, on an inpatient or out-patient basis for any reason, including but not limited to counseling or treatment for adjustment or mood disorder, family or marriage problem, depression, treatment or rehabilitation for alcohol, drug or other substance abuse, directly from the treating clinician and/or hospital to the MEPS Chief Medical Officer. The envelope must bear the following statement: "CONFIDENTIAL: FOR EYES OF THE MEDICAL OFFICER ONLY."

(7) May require an orthopedic consult, scheduling to be coordinated by the MEPS CMO and Medical Section.

<sup>93</sup> Department of Defense Forms website,  
<http://www.dtic.mil/whs/directives/infomgt/forms/forminfo/forminfo2394.html>, February 2006.

<b>MEDICAL PRESCREEN OF MEDICAL HISTORY REPORT</b> <i>(Chapter #2 Physicals Only)</i>						Form Approved OMB No. 0704-0413 Expires Oct 31, 2006		
The public reporting burden for this collection of information is estimated to average 10 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Department of Defense, Executive Services and Communications Directorate (0704-0413). Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number.								
<b>PLEASE DO NOT RETURN YOUR FORM TO THE ABOVE ORGANIZATION. RETURN COMPLETED FORM AS INDICATED ON PAGE 2.</b>								
<b>PRIVACY ACT STATEMENT</b>								
<b>AUTHORITY:</b> 10 USC 504, 505, 507, 532, 978, 1201, 1202, and 4346; and E.O. 9397 (SSAN). <b>PRINCIPAL PURPOSE(S):</b> To obtain medical data for determination of medical fitness for enlistment, induction, appointment and retention for applicants and members of the Armed Forces. The information will also be used for medical boards and separation of Service members from the Armed Forces. <b>ROUTINE USE(S):</b> None. <b>DISCLOSURE:</b> Voluntary; however, failure by an applicant to provide the information may result in delay or possible rejection of the individual's application to enter the Armed Forces. For an Armed Forces member, failure to provide the information may result in the individual being placed in a non-deployable status.								
<b>WARNING:</b> The information you have given constitutes an official statement. Federal law provides severe penalties (up to 5 years confinement or a \$10,000 fine or both), to anyone making a false statement. If you are selected for enlistment, commission, or entrance into a commissioning program based on a false statement, you can be tried by military courts-martial or meet an administrative board for discharge and could receive a less than honorable discharge that would affect your future.								
<b>1. APPLICANT</b>								
a. LAST NAME - FIRST NAME - MIDDLE INITIAL (SUFFIX)				b. DATE OF BIRTH (YYYYMMDD)		c. SOCIAL SECURITY NUMBER		
d. HEIGHT	e. WEIGHT  lbs.	f. MAXIMUM WEIGHT	g. SERVICE/COMPONENT		REGULAR	h. DATE SCREENED (YYYYMMDD)		
			<input type="checkbox"/> ARMY <input type="checkbox"/> USMC <input type="checkbox"/> USCG <input type="checkbox"/> NAVY <input type="checkbox"/> USAF		RESERVE			
					NATIONAL GUARD			
<b>2. Mark each item "YES" or "NO". Every item marked "YES" must be fully explained in Item 2b.</b>								
a. HAVE YOU EVER HAD OR DO YOU NOW HAVE:				YES	NO		YES	NO
(1) Asthma, wheezing, or inhaler use (4)						(24) Any other heart problems (4)		
(2) Dislocated joint, including knee, hip, shoulder, elbow, ankle or other joint (1)(7)						(25) High blood pressure (4)		
(3) Epilepsy, fits, seizures, or convulsions (4)						(26) Discharged from military service for medical reasons (4)		
(4) Sleepwalking (4)						(27) Ulcer ( <i>stomach, duodenum or other part of intestine</i> ) (4)		
(5) Recurrent neck or back pain (4)(1)(7)						(28) Received disability compensation for an injury or other medical condition (4)		
(6) Rheumatic fever (4)						(29) Hepatitis ( <i>liver infection or inflammation</i> ) (4)		
(7) Foot pain (3)						(30) Intestinal obstruction ( <i>locked bowels</i> ), or any other chronic or recurrent intestinal problem, including small intestine or colon problems, such as Crohn's disease or colitis (4)		
(8) A swollen, painful, or dislocated joint or fluid in a joint ( <i>knee, shoulder, wrist, elbow, etc.</i> ) (1)(7)						(31) Detached retina or surgery for a detached retina (4)		
(9) Double vision (4)						(32) Surgery to remove a portion of the intestine ( <i>other than the appendix</i> ) (4)		
(10) Periods of unconsciousness (4)						(33) Any other eye condition, injury or surgery (4)		
(11) Frequent or severe headaches causing loss of time from work or school or taking medication to prevent frequent or severe headaches (4)						(34) Are you over 40? ( <i>If so, call the MEPS for information on special requirements for over-40 physicals</i> ) (4)		
(12) Wear contact lenses ( <i>If so, bring your contact lens kit and solution so you can remove your contact when we test your vision at the MEPS; also, if you have a pair of eyeglasses, bring them with you no matter how old they are.</i> )						(35) Gall bladder trouble or gall stones (4)		
(13) Fainting spells or passing out (4)						(36) Jaundice (4)		
(14) Head injury, including skull fracture, resulting in concussion, loss of consciousness, headaches, etc. (4)						(37) Missing a kidney (4)		
(15) Back surgery (4)						(38) Allergy to common food ( <i>milk, bread, eggs, meat, fish or other common food</i> ) (4)		
(16) Seen a psychiatrist, psychologist, social worker, counselor or other professional for any reason ( <i>inpatient or outpatient</i> ) including counseling or treatment for school, adjustment, family, marriage or any other problem, to include depression, or treatment for alcohol, drug or substance abuse (6)(2)						(39) ( <i>Females only</i> ) Abnormal PAP smear or gynecological problem (4)		
(17) Any of the following skin diseases:						(40) ( <i>Males only</i> ) Missing a testicle, testicular implant, or undescended testicle (4)		
(a) Eczema (5)						(41) Broken bone requiring surgery to repair ( <i>with or without pins, plates, screws or other metal fixation devices used in repair</i> )		
(b) Psoriasis (5)						(42) Ruptured or bulging disk in your back or surgery for a ruptured or bulging disk (4)		
(c) Atopic dermatitis (5)						(43) Thyroid condition or take medication for your thyroid (4)		
(18) Irregular heartbeat, including abnormally rapid or slow heart rates (4)						(44) Limitation of motion of any joint, including knee, shoulder, wrist, elbow, hip or other joint (4)(1)(7)		
(19) Allergic to bee, wasp, or other insect stings ( <i>itching/swelling all over and/or get short of breath</i> ) (4)						(45) Drug or alcohol rehab (4)		
(20) Heart murmur, valve problem or mitral valve prolapse (4)						(46) Kidney, urinary tract or bladder problems, surgery, stones or other urinary tract problems (4)		
(21) Allergic to wool (4)						(47) Sugar, protein or blood in urine (4)		
(22) Heart surgery (4)						(48) Surgery on a bone or joint ( <i>knee, shoulder, elbow, wrist, etc.</i> ) including Arthroscopy with normal findings (1)(7)		
(23) Been rejected for military service ( <i>temporary or permanent</i> ) for medical or other reasons (4)						(49) Taking any medications ( <i>If so, list reason in Item 2b.</i> )		

# **MEDICAL PRESCREEN**

LAST NAME - FIRST NAME - MIDDLE INITIAL (SUFFIX)				SOCIAL SECURITY NUMBER	
2a. (Continued) HAVE YOU EVER HAD OR DO YOU NOW HAVE:		YES	NO		
(50) Pain or swelling at the site of an old fracture (4)(1)(7)				(64) Shoulder, knee, or elbow problem <i>(out of place)</i> (4)(1)(7)	
(51) Perforated ear drum or tubes in ear drum(s) (4)				(65) Locking of the knee or other joint (4)(1)(7)	
(52) Anemia (4)				(66) Giving way of knee or other joint (4)(1)(7)	
(53) Ear surgery, to include mastoidectomy or repair of perforated ear drum, hearing loss or need/use a hearing aid (4)				(67) Cataracts or surgery for cataracts (4)	
(54) Night blindness (4)				(68) Eye surgery, including radial keratotomy, lens implant or other eye surgery to improve your vision (4)	
(55) Arthritis (4)				(69) Collapsed lung or other lung condition (4)	
(56) Absence or disturbance of the sense of smell (4)				(70) Bed wetting since age 12 (4)	
(57) Absence or removal of the spleen, or rupture or tear of the spleen without removal (4)				(71) Evaluation, treatment, or hospitalization for alcohol abuse, dependence, or addiction (4)(6)	
(58) Anorexia or other eating disorder (4)				(72) Taken medication, drugs, or any substance to improve attention, behavior, or physical performance (2)(1)(6)	
(59) Cracked bone or fracture(s) (4)				(73) Do you smoke? <i>(If yes:)</i>	
(60) Bursitis (4)				(a) Type <input type="checkbox"/> Cigarettes <input type="checkbox"/> Cigars <input type="checkbox"/> Smokeless tobacco	
(61) Braces <i>(If you wear or are planning on obtaining braces for your teeth, have the orthodontist submit a letter stating that braces will be removed before active duty date; release form and sample format can be found in the Recruiter's Medical Guide.)</i>				(b) How many per day?	(c) Date last used
(62) Loss of finger, toe or part thereof (4)				(74) Evaluation, treatment, or hospitalization for substance use, abuse, addiction or dependence <i>(including illegal drugs, prescription medications, or other substances)</i>	
(63) Loss of the ability to fully flex <i>(bend)</i> or fully extend a finger, toe or other joint (4)(1)(7)				(75) Any illnesses, surgery, or hospitalization not listed above	
<p>b. EXPLAIN ALL "YES" ANSWERS TO QUESTIONS (1) - (75) ABOVE. <i>(Describe answer(s), give date(s) of problems, name doctor(s), clinic(s), hospital(s), treatment given and current medical status. Attach additional sheet(s) if necessary.)</i></p>					

# MEDICAL PRESCREEN

LAST NAME - FIRST NAME - MIDDLE INITIAL (SUFFIX)		SOCIAL SECURITY NUMBER	
b. EXPLAIN ALL "YES" ANSWERS TO QUESTIONS (1) - (74) ABOVE. <i>(Continued)</i>			
3. CURRENT PRIMARY CARE PHYSICIAN(S)/PRACTITIONER(S) AND/OR CLINIC(S) <i>(Attach additional sheets if necessary)</i>			
a. NAME(S)	b. ADDRESS <i>(Include ZIP Code)</i>	c. TELEPHONE <i>(Include Area Code)</i>	
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4. PREVIOUS PRIMARY CARE PHYSICIAN(S)			
a. NAME(S)	b. ADDRESS <i>(Include ZIP Code)</i>	c. TELEPHONE <i>(Include Area Code)</i>	
-----	-----	-----	
5. CURRENT INSURANCE PROVIDER			
a. NAME	b. ADDRESS <i>(Include ZIP Code)</i>	c. INSURANCE ID NUMBER	
-----	-----	-----	
6. PREVIOUS INSURANCE PROVIDER(S)			
a. NAME(S)	b. ADDRESS <i>(Include ZIP Code)</i>	c. INSURANCE ID NUMBER	
-----	-----	-----	
<p align="center"><b>STOP AND READ: THE FOLLOWING STATEMENTS APPLY TO SIGNATURES AT ITEMS 7 AND 8</b></p> <ul style="list-style-type: none"> <li>• I certify the information on this form is true and complete to the best of my knowledge and belief, and no person has advised me to conceal or falsify any information about my physical and mental history.</li> <li>• I further understand that I may be requested to provide medical documentation regarding issues within my medical history.</li> <li>• I authorize any of the doctors, hospitals, clinics or insurance company(ies) to furnish the Department of Defense medical authority a complete transcript of my medical record for purposes of processing my application for military service.</li> </ul>			
7. APPLICANT			
a. SIGNATURE		b. DATE SIGNED (YYYYMMDD)	
8. PARENT OR GUARDIAN SIGNATURE FOR MINOR <i>(Mandatory)</i> OR PARENT ASSISTING TO COMPLETE FORM <i>(Voluntary)</i>			
a. NAME <i>(Last, First, Middle Initial)</i>	b. SIGNATURE	c. DATE SIGNED (YYYYMMDD)	
9. RECRUITING REPRESENTATIVE: I certify all information is complete and true to the best of my knowledge. I have conducted the medical prescreening requirements as directed by service regulations.			
a. NAME <i>(If representative was used)</i> <i>(Last, First, Middle Initial)</i>	b. PAY GRADE	c. SIGNATURE	d. DATE SIGNED (YYYYMMDD)





MEDICAL PRESCREEN

LAST NAME - FIRST NAME - MIDDLE INITIAL (SUFFIX)	SOCIAL SECURITY NUMBER
13. COMMENTS <i>(Continued)</i>	

## APPENDIX B. REPORT OF MEDICAL HISTORY<sup>94</sup>

REPORT OF MEDICAL HISTORY				Form Approved OMB No. 0704-0413 Expires Oct 31, 2006	
(This information is for official and medically confidential use only and will not be released to unauthorized persons.)					
The public reporting burden for this collection of information is estimated to average 10 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Department of Defense, Executive Services and Communications Directorate (0704-0413). Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number.					
<b>PLEASE DO NOT RETURN YOUR FORM TO THE ABOVE ORGANIZATION. RETURN COMPLETED FORM AS INDICATED ON PAGE 2.</b>					
<b>PRIVACY ACT STATEMENT</b>					
<b>AUTHORITY:</b> 10 USC 504, 505, 507, 532, 978, 1201, 1202, and 4346; and E.O. 9397 (SSAN). <b>PRINCIPAL PURPOSE(S):</b> To obtain medical data for determination of medical fitness for enlistment, induction, appointment and retention for applicants and members of the Armed Forces. The information will also be used for medical boards and separation of Service members from the Armed Forces. <b>ROUTINE USE(S):</b> None. <b>DISCLOSURE:</b> Voluntary; however, failure by an applicant to provide the information may result in delay or possible rejection of the individual's application to enter the Armed Forces. For an Armed Forces member, failure to provide the information may result in the individual being placed in a non-deployable status.					
<b>WARNING:</b> The information you have given constitutes an official statement. Federal law provides severe penalties (up to 5 years confinement or a \$10,000 fine or both), to anyone making a false statement. If you are selected for enlistment, commission, or entrance into a commissioning program based on a false statement, you can be tried by military courts-martial or meet an administrative board for discharge and could receive a less than honorable discharge that would affect your future.					
1. LAST NAME, FIRST NAME, MIDDLE NAME (SUFFIX)			2. SOCIAL SECURITY NUMBER		3. TODAY'S DATE (YYYYMMDD)
4.a. HOME ADDRESS (Street, Apartment No., City, State, and ZIP Code)			5. EXAMINING LOCATION AND ADDRESS (Include ZIP Code)		
b. HOME TELEPHONE (Include Area Code)					
<b>X ALL APPLICABLE BOXES:</b>					7.a. POSITION (Title, Grade, Component)
<b>6.a. SERVICE</b> <input type="checkbox"/> Army <input type="checkbox"/> Coast Guard <input type="checkbox"/> Navy <input type="checkbox"/> Marine Corps <input type="checkbox"/> Air Force		<b>6.b. COMPONENT</b> <input type="checkbox"/> Active Duty <input type="checkbox"/> Reserve <input type="checkbox"/> National Guard		<b>6.c. PURPOSE OF EXAMINATION</b> <input type="checkbox"/> Enlistment <input type="checkbox"/> Commission <input type="checkbox"/> Retention <input type="checkbox"/> Separation <input type="checkbox"/> Medical Board <input type="checkbox"/> Other (Specify) <input type="checkbox"/> Retirement <input type="checkbox"/> U.S. Service Academy <input type="checkbox"/> ROTC Scholarship Program	
8. CURRENT MEDICATIONS (Prescription and Over-the-counter)			9. ALLERGIES (Including insect bites/stings, foods, medicine or other substance)		
Mark each item "YES" or "NO". Every item marked "YES" must be fully explained in Item 29 on Page 2.					
<b>HAVE YOU EVER HAD OR DO YOU NOW HAVE:</b>				<b>YES NO</b>	
10.a. Tuberculosis				YES NO	
b. Lived with someone who had tuberculosis				YES NO	
c. Coughed up blood				YES NO	
d. Asthma or any breathing problems related to exercise, weather, pollen, etc.				YES NO	
e. Shortness of breath				YES NO	
f. Bronchitis				YES NO	
g. Wheezing or problems with wheezing				YES NO	
h. Been prescribed or used an inhaler				YES NO	
i. A chronic cough or cough at night				YES NO	
j. Sinusitis				YES NO	
k. Hay fever				YES NO	
l. Chronic or frequent colds				YES NO	
11.a. Severe tooth or gum trouble				YES NO	
b. Thyroid trouble or goiter				YES NO	
c. Eye disorder or trouble				YES NO	
d. Ear, nose, or throat trouble				YES NO	
e. Loss of vision in either eye				YES NO	
f. Worn contact lenses or glasses				YES NO	
g. A hearing loss or wear a hearing aid				YES NO	
h. Surgery to correct vision (RK, PRK, LASIK, etc.)				YES NO	
12.a. Painful shoulder, elbow or wrist (e.g. pain, dislocation, etc.)				YES NO	
b. Arthritis, rheumatism, or bursitis				YES NO	
c. Recurrent back pain or any back problem				YES NO	
d. Numbness or tingling				YES NO	
e. Loss of finger or toe				YES NO	
12. (Continued)				YES NO	
f. Foot trouble (e.g., pain, corns, bunions, etc.)				YES NO	
g. Impaired use of arms, legs, hands, or feet				YES NO	
h. Swollen or painful joint(s)				YES NO	
i. Knee trouble (e.g., locking, giving out, pain or ligament injury, etc.)				YES NO	
j. Any knee or foot surgery including arthroscopy or the use of a scope to any bone or joint				YES NO	
k. Any need to use corrective devices such as prosthetic devices, knee brace(s), back support(s), lifts or orthotics, etc.				YES NO	
l. Bone, joint, or other deformity				YES NO	
m. Plate(s), screw(s), rod(s) or pin(s) in any bone				YES NO	
n. Broken bone(s) (cracked or fractured)				YES NO	
13.a. Frequent indigestion or heartburn				YES NO	
b. Stomach, liver, intestinal trouble, or ulcer				YES NO	
c. Gall bladder trouble or gallstones				YES NO	
d. Jaundice or hepatitis (liver disease)				YES NO	
e. Rupture/hernia				YES NO	
f. Rectal disease, hemorrhoids or blood from the rectum				YES NO	
g. Skin diseases (e.g. acne, eczema, psoriasis, etc.)				YES NO	
h. Frequent or painful urination				YES NO	
i. High or low blood sugar				YES NO	
j. Kidney stone or blood in urine				YES NO	
k. Sugar or protein in urine				YES NO	
l. Sexually transmitted disease (syphilis, gonorrhea, chlamydia, genital warts, herpes, etc.)				YES NO	
14.a. Adverse reaction to serum, food, insect stings or medicine				YES NO	
b. Recent unexplained gain or loss of weight				YES NO	
c. Currently in good health (If no, explain in Item 29 on Page 2.)				YES NO	
d. Tumor, growth, cyst, or cancer				YES NO	

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DoD exception to SF 93 approved by ICMR, August 3, 2000.  
PREVIOUS EDITION IS OBSOLETE.

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<sup>94</sup> Department of Defense Forms website,  
<http://www.dtic.mil/whs/directives/infomgt/forms/forminfo/forminfo2394.html>, February 2006.

LAST NAME, FIRST NAME, MIDDLE NAME (SUFFIX)		SOCIAL SECURITY NUMBER	
Mark each item "YES" or "NO". Every item marked "YES" must be fully explained in Item 29 below.			
HAVE YOU EVER HAD OR DO YOU NOW HAVE:		YES NO	YES NO
15.a. Dizziness or fainting spells <span style="float: right;"><input type="radio"/> YES <input type="radio"/> NO</span> b. Frequent or severe headache <span style="float: right;"><input type="radio"/> YES <input type="radio"/> NO</span> c. A head injury, memory loss or amnesia <span style="float: right;"><input type="radio"/> YES <input type="radio"/> NO</span> d. Paralysis <span style="float: right;"><input type="radio"/> YES <input type="radio"/> NO</span> e. Seizures, convulsions, epilepsy or fits <span style="float: right;"><input type="radio"/> YES <input type="radio"/> NO</span> f. Car, train, sea, or air sickness <span style="float: right;"><input type="radio"/> YES <input type="radio"/> NO</span> g. A period of unconsciousness or concussion <span style="float: right;"><input type="radio"/> YES <input type="radio"/> NO</span> h. Meningitis, encephalitis, or other neurological problems <span style="float: right;"><input type="radio"/> YES <input type="radio"/> NO</span> 16.a. Rheumatic fever <span style="float: right;"><input type="radio"/> YES <input type="radio"/> NO</span> b. Prolonged bleeding ( <i>as after an injury or tooth extraction, etc.</i> ) <span style="float: right;"><input type="radio"/> YES <input type="radio"/> NO</span> c. Pain or pressure in the chest <span style="float: right;"><input type="radio"/> YES <input type="radio"/> NO</span> d. Palpitation, pounding heart or abnormal heartbeat <span style="float: right;"><input type="radio"/> YES <input type="radio"/> NO</span> e. Heart trouble or murmur <span style="float: right;"><input type="radio"/> YES <input type="radio"/> NO</span> f. High or low blood pressure <span style="float: right;"><input type="radio"/> YES <input type="radio"/> NO</span> 17.a. Nervous trouble of any sort ( <i>anxiety or panic attacks</i> ) <span style="float: right;"><input type="radio"/> YES <input type="radio"/> NO</span> b. Habitual stammering or stuttering <span style="float: right;"><input type="radio"/> YES <input type="radio"/> NO</span> c. Loss of memory or amnesia, or neurological symptoms <span style="float: right;"><input type="radio"/> YES <input type="radio"/> NO</span> d. Frequent trouble sleeping <span style="float: right;"><input type="radio"/> YES <input type="radio"/> NO</span> e. Received counseling of any type <span style="float: right;"><input type="radio"/> YES <input type="radio"/> NO</span> f. Depression or excessive worry <span style="float: right;"><input type="radio"/> YES <input type="radio"/> NO</span> g. Been evaluated or treated for a mental condition <span style="float: right;"><input type="radio"/> YES <input type="radio"/> NO</span> h. Attempted suicide <span style="float: right;"><input type="radio"/> YES <input type="radio"/> NO</span> i. Used illegal drugs or abused prescription drugs <span style="float: right;"><input type="radio"/> YES <input type="radio"/> NO</span> 18. FEMALES ONLY. Have you ever had or do you now have: a. Treatment for a gynecological (female) disorder <span style="float: right;"><input type="radio"/> YES <input type="radio"/> NO</span> b. A change of menstrual pattern <span style="float: right;"><input type="radio"/> YES <input type="radio"/> NO</span> c. Any abnormal PAP smears <span style="float: right;"><input type="radio"/> YES <input type="radio"/> NO</span> d. First day of last menstrual period (YYYYMMDD) <span style="float: right;"><input type="radio"/> YES <input type="radio"/> NO</span> e. Date of last PAP smear (YYYYMMDD) <span style="float: right;"><input type="radio"/> YES <input type="radio"/> NO</span>	19. Have you been refused employment or been unable to hold a job or stay in school because of: a. Sensitivity to chemicals, dust, sunlight, etc. <span style="float: right;"><input type="radio"/> YES <input type="radio"/> NO</span> b. Inability to perform certain motions <span style="float: right;"><input type="radio"/> YES <input type="radio"/> NO</span> c. Inability to stand, sit, kneel, lie down, etc. <span style="float: right;"><input type="radio"/> YES <input type="radio"/> NO</span> d. Other medical reasons ( <i>If yes, give reasons.</i> ) <span style="float: right;"><input type="radio"/> YES <input type="radio"/> NO</span> 20. Have you ever been treated in an Emergency Room? ( <i>If yes, for what?</i> ) <span style="float: right;"><input type="radio"/> YES <input type="radio"/> NO</span> 21. Have you ever been a patient in any type of hospital? ( <i>If yes, specify when, where, why, and name of doctor and complete address of hospital.</i> ) <span style="float: right;"><input type="radio"/> YES <input type="radio"/> NO</span> 22. Have you ever had, or have you been advised to have any operations or surgery? ( <i>If yes, describe and give age at which occurred.</i> ) <span style="float: right;"><input type="radio"/> YES <input type="radio"/> NO</span> 23. Have you ever had any illness or injury other than those already noted? ( <i>If yes, specify when, where, and give details.</i> ) <span style="float: right;"><input type="radio"/> YES <input type="radio"/> NO</span> 24. Have you consulted or been treated by clinics, physicians, healers, or other practitioners within the past 5 years for other than minor illnesses? ( <i>If yes, give complete address of doctor, hospital, clinic, and details.</i> ) <span style="float: right;"><input type="radio"/> YES <input type="radio"/> NO</span> 25. Have you ever been rejected for military service for any reason? ( <i>If yes, give date and reason for rejection.</i> ) <span style="float: right;"><input type="radio"/> YES <input type="radio"/> NO</span> 26. Have you ever been discharged from military service for any reason? ( <i>If yes, give date, reason, and type of discharge; whether honorable, other than honorable, for unfitness or unsuitability.</i> ) <span style="float: right;"><input type="radio"/> YES <input type="radio"/> NO</span> 27. Have you ever received, is there pending, or have you ever applied for pension or compensation for any disability or injury? ( <i>If yes, specify what kind, granted by whom, and what amount, when, why.</i> ) <span style="float: right;"><input type="radio"/> YES <input type="radio"/> NO</span> 28. Have you ever been denied life insurance? <span style="float: right;"><input type="radio"/> YES <input type="radio"/> NO</span>		
29. EXPLANATION OF "YES" ANSWER(S) ( <i>Describe answer(s), give date(s) of problem, name of doctor(s) and/or hospital(s), treatment given and current medical status.</i> )			

NOTE: HAND TO THE DOCTOR OR NURSE, OR IF MAILED MARK ENVELOPE "TO BE OPENED BY MEDICAL PERSONNEL ONLY."

DD FORM 2807-1, OCT 2003



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## APPENDIX C. REASONS FOR ENLISTED SEPARATIONS<sup>95</sup>

<a href="#"><u>1910</u></a>	Enlisted Administrative Separations (ADSEP)	PERS-4832
<a href="#"><u>1910-010</u></a>	Administrative Separation (ADSEP) Policy and General Information	PERS-4832
<a href="#"><u>1910-100</u></a>	Reasons for Separation	PERS-4832
<a href="#"><u>1910-102</u></a>	Separation by Reason of Changes in Service Obligation (Active Duty and Inactive Naval Reservist)	PERS-4832 PERS-4913
<a href="#"><u>1910-104</u></a>	Separation by Reason of Expiration of Active Obligated Service (EAOS)	PERS-4832
<a href="#"><u>1910-106</u></a>	Separation in Lieu of Trial by Court-Martial	PERS-4832 PERS-4913
<a href="#"><u>1910-108</u></a>	Separation by Reason of Convenience of the Government - Early Release to Further Education	PERS-4832
<a href="#"><u>1910-110</u></a>	Separation by Reason of Convenience of the Government - Hardship	PERS-40HH
<a href="#"><u>1910-112</u></a>	Separation by Reason of Convenience of the Government - Pregnancy	PERS-4832 PERS-4913
<a href="#"><u>1910-118</u></a>	Separation by Reason of Convenience of the Government - When a Reservist Becomes a Minister	PERS-913
<a href="#"><u>1910-120</u></a>	Separation by Reason of Convenience of the Government - Physical or Mental Conditions	PERS-4832 PERS-4913
<a href="#"><u>1910-122</u></a>	Separation by Reason of Convenience of the Government - Personality Disorder(s)	PERS-4832 PERS-4913
<a href="#"><u>1910-124</u></a>	Separation by Reason of Convenience of the Government - Parenthood	PERS-4832 PERS-4913
<a href="#"><u>1910-126</u></a>	Separation by Reason of Convenience of the Government - Review Action	PERS-832
<a href="#"><u>1910-127</u></a>	Separation by Reason of Convenience of the Government - Being an Alien	PERS-4832 PERS-4913
<a href="#"><u>1910-128</u></a>	Separation by Reason of Defective Enlistments and Inductions - Minor	PERS-4832 PERS-4913
<a href="#"><u>1910-130</u></a>	Separation by Reason of Defective Enlistments and Inductions - Erroneous Enlistment	PERS-4832 PERS-4913
<a href="#"><u>1910-132</u></a>	Separation by Reason of Defective Enlistments and Inductions - Defective Enlistments	PERS-4832 PERS-4913
<a href="#"><u>1910-134</u></a>	Separation by Reason of Defective Enlistments and Inductions - Fraudulent Entry Into Naval Service	PERS-4832 PERS-4913

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<sup>95</sup> Navy Military Personnel Manual website  
[http://buperscd.technology.navy.mil/bup\\_updt/508/milpers/MilpersmanTOC.htm](http://buperscd.technology.navy.mil/bup_updt/508/milpers/MilpersmanTOC.htm), December 2005.

<a href="#"><u>1910-136</u></a>	Separation From the Delayed Entry Program (DEP)	PERS-4832
<a href="#"><u>1910-138</u></a>	Separation by Reason of Misconduct - Minor Disciplinary Infractions	PERS-4832 PERS-4913
<a href="#"><u>1910-140</u></a>	Separation by Reason of Misconduct - Pattern of Misconduct	PERS-4832 PERS-4913
<a href="#"><u>1910-142</u></a>	Separation by Reason of Misconduct - Commission of a Serious Offense	PERS-4832 PERS-4913
<a href="#"><u>1910-144</u></a>	Separation by Reason of Misconduct - Civilian Conviction	PERS-4832 PERS-4913
<a href="#"><u>1910-146</u></a>	Separation by Reason of Misconduct - Drug Abuse	PERS-4832 PERS-4913
<a href="#"><u>1910-148</u></a>	Separation by Reason of Homosexual Conduct	PERS-4832
<a href="#"><u>1910-152</u></a>	Separation by Reason of Alcohol Rehabilitation Failure	PERS-4832
<a href="#"><u>1910-154</u></a>	Separation by Reason of Entry Level Performance and Conduct	PERS-4832
<a href="#"><u>1910-156</u></a>	Separation by Reason of Unsatisfactory Performance	PERS-4832 PERS-4913
<a href="#"><u>1910-158</u></a>	Separation by Reason of Unsatisfactory Participation in the Ready Reserve	PERS-4913
<a href="#"><u>1910-160</u></a>	Separation by Reason of Supremacist or Extremist Conduct	PERS-4832 PERS-4913
<a href="#"><u>1910-162</u></a>	Separation by Reason of Family Advocacy Program (FAP) Rehabilitation Failure	PERS-83CC
<a href="#"><u>1910-164</u></a>	Separation by Reason of Best Interest of the Service (BIOTS)	PERS-4832 PERS-4913
<a href="#"><u>1910-166</u></a>	Fleet Reserve/Retired List/Retired Reserve in Lieu of Administrative Separation Processing	PERS-4832 PERS-4913
<a href="#"><u>1910-168</u></a>	Separation by Reason of Physical Disability	PERS-821
<a href="#"><u>1910-170</u></a>	Separation By Reason of Physical Fitness Assessment Failure	PERS-4832 PERS-4913



## APPENDIX D. SEPARATION PROGRAM DESIGNATOR (SPD) CODES<sup>96</sup>

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>MILPERSMAN AUTHORITY</u>	<u>REENL CODE</u>	<u>ELS</u>	<u>NAVY HON</u>	<u>LOSS GEN</u>	<u>CODE OTH</u>	<u>JUD</u>	<u>VOID</u>	<u>EXPLANATION</u>
GDA	FRAUDULENT ENTRY	1910-134	RE-4	970	831	871	888			Procured a fraudulent enlistment, or period of military service through deliberate misrepresentation, omission or concealment. <u>(Not related to drug or alcohol abuse.)</u>
GDG	PARENTHOOD OR CUSTODY OF MINOR CHILDREN	1910-124	RE-3B RE-4	970	813	853				As a result of parenthood or custody of minor child (ren) is unable to perform prescribed duties or is subject to Repetitive Absenteeism, or Non-availability for worldwide assignment.
GDK	MILITARY PERSONNEL SECURITY PROGRAM		RE-4	970	824	864	881			Use only as directed by NAVPERSCOM (PERS-48).
GDT	FRAUDULENT ENTRY (DRUG ABUSE)	1910-134	RE-4 RE-3J	970	831	871	888			Procured a fraudulent enlistment, induction, or period of military service through deliberate material misrepresentation, omission, or concealment of drug use/abuse.
GDU	FRAUDULENT ENTRY (ALCOHOL ABUSE)	1910-134	RE-4	970	831		888			Procured a fraudulent enlistment, induction, or period of military service through deliberate material misrepresentation, omission, or concealment of alcohol use/abuse.
GFC	ERRONEOUS ENTRY (OTHER)	1910-130	RE-3E RE-4	970	813	853				Erroneously enlisted, reenlisted, extended or was inducted into a

<sup>96</sup> BUPERS Instruction 1900.8B,  
[http://buperscd.technology.navy.mil/bup\\_updt/508/INSTRUCTIONS/19008/19008EN2A.htm](http://buperscd.technology.navy.mil/bup_updt/508/INSTRUCTIONS/19008/19008EN2A.htm), January 2006.

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>MILPERSMAN AUTHORITY</u>	<u>REENL CODE</u>	<u>ELS</u>	<u>NAVY HON</u>	<u>LOSS GEN</u>	<u>CODE OTH</u>	<u>JUD</u>	<u>VOID</u>	<u>EXPLANATION</u>
										DOD component (not related to alcohol or drug abuse).
GFT	PHYSICAL STANDARDS	1910-170	RE-3F RE-4	970	813	853				Failed to meet established minimum physical readiness standards (failed PFA). See OPNAVINST 6110.1G.
GFV	CONDITION, NOT A DISABILITY	1910-120	RE-3G RE-3X RE-4	970	813	853				A condition, not a physical disability which interferes with performance of duty. (Enuresis, motion sickness, allergy, fear of flying, etc.)

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>MILPERSMAN AUTHORITY</u>	<u>REENL CODE</u>	<u>ELS</u>	<u>NAVY HON</u>	<u>LOSS GEN</u>	<u>CODE OTH</u>	<u>JUD</u>	<u>VOID</u>	<u>EXPLANATION</u>
GFY	PERSONALITY DISORDER	1910-122	RE-3G RE-4	970	813	853				Personality disorder, order, not amounting to a disability, but which potentially interferes with assignment to or performance of duty.
GHJ	UNSATISFACTORY PERFORMANCE	1910-156	RE-4		817	857				Failure to perform duties and assignments satisfactorily.
GKA	PATTERN OF MISCONDUCT	1910-140	RE-4	970	831	871	888			Pattern of discreditable behavior with civil or military authorities.
GKB	MISCONDUCT (CIVIL CONVICTION)	1910-144	RE-4	970	831	871	888			Convicted by civil authorities.
GKD	MISCONDUCT (AWOL)	1910-142	RE-4	970	831	871	888			Absence without leave (30 days or more).
GKF	MISCONDUCT (DESERTION)	1910-142	RE-4	970	831	871	888			Deserter. (UCMJ, article 85.)
GKK	MISCONDUCT (DRUG ABUSE)	1910-146	RE-4	970	831	871	888			Drug abuse (includes use, possession, sale, transfer, or introduction

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>MILPERSMAN AUTHORITY</u>	<u>REENL CODE</u>	<u>ELS</u>	<u>NAVY HON</u>	<u>LOSS GEN</u>	<u>CODE OTH</u>	<u>JUD</u>	<u>VOID</u>	<u>EXPLANATION</u>
										on a military installation).
GKL	MISCONDUCT (SEXUAL PERVERSION)	1910- 142	RE-4	970	831	871	888			Engaged in sexual perversion, including but not limited to lewd and lascivious acts, sodomy, indecent exposure, indecent acts with or assault upon a child, or other indecent acts or offenses.
GKM	MISCONDUCT (OTHER)	1910- 142	RE-4	970	831	871	888			Acts of misconduct not otherwise identified. USE ONLY AS DIRECTED BY NAVPERSCOM (PERS-48).

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>MILPERSMAN AUTHORITY</u>	<u>REENL CODE</u>	<u>ELS</u>	<u>NAVY HON</u>	<u>LOSS GEN</u>	<u>CODE OTH</u>	<u>JUD</u>	<u>VOID</u>	<u>EXPLANATION</u>
GDA	FRAUDULENT ENTRY	1910-134	RE-4	970	831	871	888			Procured a fraudulent enlistment, or period of military service through deliberate misrepresentation, omission or concealment. (Not related to drug or alcohol abuse.)
GDG	PARENTHOOD OR CUSTODY OF MINOR CHILDREN	1910-124	RE-3B RE-4	970	813	853				As a result of parenthood or custody of minor child (ren) is unable to perform prescribed duties or is subject to Repetitive Absenteeism, or Non-availability for worldwide assignment.
GDK	MILITARY PERSONNEL SECURITY PROGRAM		RE-4	970	824	864	881			Use only as directed by NAVPERSCOM (PERS-48).

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>MILPERSMAN AUTHORITY</u>	<u>REENL CODE</u>	<u>ELS</u>	<u>NAVY HON</u>	<u>LOSS GEN</u>	<u>CODE OTH</u>	<u>JUD</u>	<u>VOID</u>	<u>EXPLANATION</u>
GDT	FRAUDULENT ENTRY (DRUG ABUSE)	1910-134	RE-4 RE-3J	970	831	871	888			Procured a fraudulent enlistment, induction, or period of military service through deliberate material misrepresentation, omission, or concealment of drug use/abuse.
GDU	FRAUDULENT ENTRY (ALCOHOL ABUSE)	1910-134	RE-4	970	831		888			Procured a fraudulent enlistment, induction, or period of military service through deliberate material misrepresentation, omission, or concealment of alcohol use/abuse.
GFC	ERRONEOUS ENTRY (OTHER)	1910-130	RE-3E RE-4	970	813	853				Erroneously enlisted, reenlisted, extended or was inducted into a DOD component ( <u>not related to alcohol or drug abuse</u> ).
GFT	PHYSICAL STANDARDS	1910-170	RE-3F RE-4	970	813	853				Failed to meet established minimum physical readiness standards (failed PFA). See OPNAVINST 6110.1G.
GFV	CONDITION, NOT A DISABILITY	1910-120	RE-3G RE-3X RE-4	970	813	853				A condition, not a physical disability which interferes with performance of duty. (Enuresis, motion sickness, allergy, fear of flying, etc.)

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>MILPERSMAN AUTHORITY</u>	<u>REENL CODE</u>	<u>ELS</u>	<u>NAVY HON</u>	<u>LOSS GEN</u>	<u>CODE OTH</u>	<u>JUD</u>	<u>VOID</u>	<u>EXPLANATION</u>
GKN	MISCONDUCT (MINOR INFRACTIONS)	1910-138	RE-4	970	831	871				Pattern of minor disciplinary infractions.
GKQ	MISCONDUCT (SERIOUS OFFENSE)	1910-142	RE-4	970	831	871	888			Commission of serious military or civilian offense.

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>MILPERSMAN AUTHORITY</u>	<u>REENL CODE</u>	<u>ELS</u>	<u>NAVY HON</u>	<u>LOSS GEN</u>	<u>CODE OTH</u>	<u>JUD</u>	<u>VOID</u>	<u>EXPLANATION</u>
GKR	MISCONDUCT (ANTHRAX REFUSAL)	1910-142	RE-4	970	831	871	888			Refusal to receive anthrax inoculation.
GPD	ALCOHOL REHABILITATION FAILURE	1910-152	RE-4	970	818	858				Failed through inability or refused to participate in, cooperate in, or successfully complete a program for alcohol rehabilitation.
GRA	HOMOSEXUAL ACT	1910-148	RE-4	970	833	872	890			Engaged in, or attempted to engage in, or solicited another to engage in a homosexual act. USE ONLY AS DIRECTED BY NAVPERSCOM (PERS-48).
GRB	HOMOSEXUAL ADMISSION	1910-148	RE-4	970	833	872	890			Admitted being a homosexual or bisexual. USE ONLY AS DIRECTED BY NAVPERSCOM (PERS-48).
GRC	HOMOSEXUAL MARRIAGE (OR ATTEMPT)	1910-148	RE-4	970	833	872	890			Married or attempted to marry a person known to be of same biological sex. USE ONLY AS DIRECTED BY NAVPERSCOM (PERS-48).

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>MILPERSMAN AUTHORITY</u>	<u>REENL CODE</u>	<u>ELS</u>	<u>NAVY HON</u>	<u>LOSS GEN</u>	<u>CODE OTH</u>	<u>JUD</u>	<u>VOID</u>	<u>EXPLANATION</u>
HDA	FRAUDULENT ENTRY	1910-134	RE-4	970	831	871	888			Procured a fraudulent enlistment, induction, or period of military service through deliberate material misrepresentation, omission, or concealment. (Not related to drug or alcohol abuse.)

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HDG	PARENTHOOD OR CUSTODY OF MINOR CHILDREN	1910-124	RE-3B	970	813	853				As a result of parenthood or custody of minor child (ren) is unable to perform prescribed duties or is subject to repetitive absenteeism, or nonavailability for worldwide assignment.
HDK	MILITARY PERSONNEL SECURITY PROGRAM		RE-4	970	824	864	881			USE ONLY AS DIRECTED BY NAVPERSCOM (PERS-48)
HDT	FRAUDULENT ENTRY (DRUG ABUSE)	1910-134	RE-4 RE-3J	970	831	871	888			Procured a fraudulent enlistment, induction, or period of military service through deliberate material misrepresentation, omission, or concealment of drug use/abuse.
HDU	FRAUDULENT ENTRY (ALCOHOL ABUSE)	1910-134	RE-4	970	831	871				Procured a fraudulent enlistment, induction, or period of military service through deliberate material misrepresentation, omission, or concealment of alcohol use/abuse.
HFC	ERRONEOUS ENTRY (OTHER)	1910-130	RE-3E RE-4	970	813	853				Erroneously enlisted, reenlisted, extended, or inducted into a DOD component ( <u>not related to alcohol or drug abuse</u> ).

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HFT	PHYSICAL STANDARDS	1910-170	RE-3F RE-4	970	813	853	888			Failed to meet established minimum physical readiness standards (failed PFA). See OPNAVINST 6110.1G.

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HFV	CONDITION, NOT DISABILITY	1910-120	RE-3G RE-3X RE-4	970	813	853				A condition, not a physical disability, interferes with performance of duty. (Enuresis, motion sickness, allergy, fear of flying, etc.)
HFY	PERSONALITY DISORDER	1910-122	RE-3G RE-4	970	813	853				Personality disorder, order, not amounting to a disability, but which potentially interferes with assignment or performance of duty.
HHJ	UNSATISFACTORY PERFORMANCE	1910-156	RE-4		817	857				Failure to perform duties and assignments satisfactorily.
HKA	PATTERN OF MISCONDUCT	1910-140	RE-4	970	831	871	888			Pattern of discreditable behavior with civil or military authorities.
HKB	MISCONDUCT (CIVIL CONVICTION)	1910-144	RE-4	970	831	871	888			Convicted by civilian authorities.
HKD	MISCONDUCT (AWOL)	1910-142	RE-4	970	831	871	888			Absent without leave (30 days or more).
HKF	MISCONDUCT (DESERTION)	1910-142	RE-4	970	831	871	888			Deserter. (UCMJ, article 85).

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HKK	MISCONDUCT (DRUG ABUSE)	1910-146	RE-4	970	831	871	888			Drug abuse (includes use, possession, sale, transfer or introduction on a military installation).
HKL	MISCONDUCT (SEXUAL PERVERSION)	1910-142	RE-4	970	831	871	888			Engaged in sexual perversion, including but not limited to lewd and

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										lascivious acts, sodomy, indecent exposure, indecent acts with or assault upon a child, or other indecent acts or offenses.
HKM	MISCONDUCT (OTHER)	1910-142	RE-4	970	831	871	888			Acts of misconduct not otherwise listed. USE ONLY AS DIRECTED BY NAVPERSCOM (PERS-48).
HKN	MISCONDUCT (MINOR INFRACTIONS)	1910-138	RE-4	970	831	871	888			Pattern of minor disciplinary infractions.
HKQ	MISCONDUCT (SERIOUS OFFENSE)	1910-142	RE-4	970	831	871	888			Commission of serious military or civilian offense.
HKR	MISCONDUCT (ANTHRAX REFUSAL)	1910-142	RE-4	970	831	871	888			Refusal to receive anthrax inoculation.
HPD	ALCOHOL REHABILITATION FAILURE	1910-152	RE-4	970	818	858	888			Failed through inability or refusal to participate in, cooperate in, or successfully complete a program for alcohol rehabilitation.
HRA	HOMOSEXUAL ACT	1910-148	RE-4	970	833	872	890			Engaged in, or attempted to engage in, or solicited another to engage in a homosexual act. USE ONLY AS DIRECTED BY NAVPERSCOM (PERS-48).



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JBK	COMPLETION OF REQUIRED ACTIVE SERVICE	1910-104	RE-R1 RE-1 RE-1E RE-3F RE-3M RE-3R RE-3T RE-4 RE-5 RE-6 RE-7		(1)80 (2)81	841 856				(1) Use at expiration of enlistment. (2) Use at fulfillment of military service obligation.
JBM	INSUFFICIENT RETAINABILITY (ECONOMIC REASONS)	1910-102	RE-R1 RE-1 RE-3R RE-3T RE-3F RE-4 RE-6		813	853				Short length of time remaining on active duty or obligated service precludes retention for economic reasons. (USE ONLY IF DIRECTED BY NAVPERSCOM (PERS- 48), CNO, OR SECNAV).
JCC	REDUCTION IN FORCE	1910-102	RE-R1 RE-1 RE-3R RE-3T RE-3F RE-4 RE-6 RE-7	970	(1)80 (2)81	842 853				General demobilization, strength or force reductions. (1) Within 3 months of expiration of active obligated service (EAOS). (2) Other reasons.
JCP	ALIEN	1910-127	RE-3A RE-4	970	813	853				Non-citizen of United States or failed to complete naturalization procedures.
JDA	FRAUDULENT ENTRY	1910-134	RE-4	970	831	871			971	Procured a fraudulent enlistment, induction, or period of military service through deliberate material misrepresentation, omission, or concealment. (Not related to drug or alcohol abuse.)
JDF	PREGNANCY OR CHILDBIRTH	1910-112	RE-3B RE-4	970	813	853				Separation of female members for pregnancy or birth.

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JDK	MILITARY PERSONNEL SECURITY PROGRAM		RE-4	970	824	864				USE ONLY AS DIRECTED BY NAVPERSCOM (PERS- 48)

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JDN	LACK OF JURISDICTION	1910-130	RE-4	970	813	853			971	Released by court order or administrative determination. USE ONLY AS DIRECTED BY NAVPERSCOM (PERS-48).
JDT	FRAUDULENT ENTRY (DRUG ABUSE)	1910-134	RE-4 RE-3J	970	831	871			971	Procured a fraudulent enlistment, induction, or period of military service through deliberate material misrepresentation, omission, or concealment of drug use/abuse.
JDU	FRAUDULENT ENTRY (ALCOHOL ABUSE)	1910-134	RE-4	970	831	871			971	Procured a fraudulent enlistment, induction, or period of military service through deliberate material misrepresentation, omission, or concealment of alcohol use/abuse.
JFA	ERRONEOUS ENTRY (ALCOHOL ABUSE)	1910-130	RE-4	970	831	870			971	Erroneously enlisted, reenlisted, extended, or inducted and found to have abused alcohol.
JFB	UNDER AGE	1910-128	RE-3U	970	815	855			971	Under 18 years of age and enlisted without written consent of parent/guardian.
JFC	ERRONEOUS ENTRY (OTHER)	1910-130	RE-R1 RE-1 RE-3E RE-4 RE-6	970	813	853				Erroneously enlisted, reenlisted, extended, or was inducted into a DOD component ( <u>not related to alcohol or drug abuse</u> ).
JFF	SECRETARIAL AUTHORITY	1910-164	RE-R1 RE-1 RE-3R RE-4 RE-6	970	813	853			971	Separation by order of SECNAV. USE ONLY WHEN DIRECTED BY NAVPERSCOM (PERS-48).

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JFG	COMPETENT AUTHORITY, WITHOUT BOARD ACTION	1910-102	RE-4	970	813	853				Direction of competent authority below executive or secretarial level) without Board action. USE ONLY AS DIRECTED BY CNO OR NAVPERSCOM (PERS-48).

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JFL	DISABILITY, SEVERANCE PAY	1910-168	RE-3P RE-4		804	844				Physical disability with entitlement to severance pay. Retirement not authorized.
JFM	DISABILITY, EXISTED PRIOR TO SERVICE, PEB	1910-168	RE-3P RE-4	970	805	845				Physical disability which existed prior to entry on active duty and was established by a physical evaluation board.
JFN	DISABILITY, EXISTED PRIOR TO SERVICE, MED BD	1910-168	RE-3P RE-4	970	805	845				Physical disability which existed prior to entry on active duty and was established by a medical board.
JFP	DISABILITY, NOT IN LINE OF DUTY	1910-168	RE-4	970	805	845				Physical disability which resulted from intentional misconduct, willful neglect, or incurred during a period of unauthorized absence. Not entitled to severance pay.
JFQ	DISABILITY, AGGRAVATION	1910-168	RE-3P RE-4	970	805	845				Aggravation of former disability for which

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										previously separated.
JFR	DISABILITY, OTHER	1910-168	RE-3P	970	805	845				Physical disability not otherwise covered.
JFT	PHYSICAL STANDARDS	1910-170	RE-3F RE-4	970	831	871	888			Failed to meet established physical readiness standards (failed PFA). See OPNAVINST 6110.1G.
JFU	ERRONEOUS ENTRY (DRUG ABUSE)	1910-130	RE-4	970	830	870				Found to use/abuse drugs prior to enlistment or induction into the service
JFV	CONDITION, NOT A DISABILITY	1910-120	RE-3G RE-4	970	813	853				A condition, not a physical or mental disability, which interferes with performance of duty. (Enuresis, motion sickness, allergy, fear of flying, etc.)

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JFW	FAILED MEDICAL/ PHYSICAL PROCUREMENT STANDARDS	1910-130	RE-4 RE-3Q	970	813	853				Failure to meet established medical/ physical procurement standards. Recruit Training Command and Naval Training Center are authorized to use this SPD for those recruits found physically unqualified for naval service.
JFX	PERSONALITY DISORDER	1910-122	RE-3G RE-4	970	813	853				Personality disorder, not amounting to a disability, but which potentially interferes with assignment or

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										performance of duty.
JGA	ENTRY LEVEL PERFORMANCE AND CONDUCT	1910-154	RE-4	970						Inability, lack of effort, failure to adapt to the military, or minor disciplinary infractions during the first 180 days of active military service.
JGH	NON-RETENTION ON ACTIVE DUTY	1160-120	RE-3M RE-4 RE-6		813	853				Not recommended for continued active duty - failure to meet minimum retention requirements. (Includes rate conversion and failure to meet high-year tenure requirements.)
JHD	FAILURE TO COMPLETE COMMISSIONING OR WARRANT PROGRAM	1910-102	RE-3K RE-4	970	813	853				Failed to complete an officer training program including disenrollment.
JHJ	UNSATISFACTORY PERFORMANCE	1910-156	RE-4	970	817	857				Failure to perform duties/assignments satisfactorily.
JJA	COURT MARTIAL (ALCOHOL)	5815-010	RE-4					901 902		Court martial conviction for alcohol-related offense, including UCMJ, articles 92, 111, 112, and 134 alcohol related offense. Use 901 for special court martial or 902 for general court martial.

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JJB	COURT MARTIAL (HOMOSEXUAL CONDUCT)	5815-010	RE-4					901 902		Court martial conviction for homosexual-related offense, including one of the following offenses involving members of the same sex, UCMJ, article 125 - sodomy, article

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										- 134 indecent acts with another. Use 901 for special court-martial or 902 for general court-martial.
JJC	COURT MARTIAL (DESERTION)	5815-010	RE-4					901 902		Court martial conviction for violation of UCMJ, article 85 - Desertion. Use 901 for special court-martial or 902 for general court martial.
JJD	COURT MARTIAL (OTHER)	5815-010	RE-4					901 902		Court martial conviction for any offense(s) not related to homosexuality, desertion, drugs or alcohol. Use 901 for special court-martial or 902 general court-martial
JJE	COURT MARTIAL (DRUG ABUSE)	5815-010	RE-4					901 902		Court martial conviction for drug-related offense, including UCMJ, articles 92, 111, 112, 112a, and 134 drug-related offenses. Use 901 for special court-martial or 902 for general court-martial.
JJF	COURT MARTIAL (ANTHRAX REFUSAL)	5815-010	RE-4					901 902		Court martial conviction as a result of refusal to receive anthrax inoculation. Use 901 for special court-martial or 902 for general court-martial.
JKA	PATTERN OF MISCONDUCT	1910-140	RE-4	970	831	871				Pattern of discreditable behavior with civil or military authorities

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JKB	MISCONDUCT (CIVIL CONVICTION)	1910-144	RE-4	970	831	871				Convicted by civilian authorities.
JKD	MISCONDUCT (AWOL)	1910-142	RE-4	970	831	871				Absent without leave (30 days or more).

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>MILPE RSMAN AUTHO RITY</u>	<u>REENL CODE</u>	<u>ELS</u>	<u>NAVY HON</u>	<u>LOSS GEN</u>	<u>CODE OTH</u>	<u>JUD</u>	<u>VOID</u>	<u>EXPLANATION</u>
JPD	ALCOHOL REHABILITATION FAILURE	1910- 152	RE-4	970	818	858				Failed through inability or refusal to participate in, cooperate in, or successfully complete a program for alcohol rehabilitati on.
JKF	MISCONDUCT (DESERTION)	1910- 142	RE-4	970	831	871				Deserter. (UCMJ, article 85)
JKK	MISCONDUCT (DRUG ABUSE)	1910- 146	RE-4	970	831	871				Drug abuse (includes use, possession, sale, transfer, or introduction on a military installation not attributed to a urinalysis).
JKL	MISCONDUCT (SEXUAL PERVERSION)	1910- 142	RE-4	970	831	871				Engaged in sexual perversion, including, but not limited to, lewd and lascivious acts, sodomy, indecent exposure, indecent acts with or assault upon a child, or other indecent acts or offenses.

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JKM	MISCONDUCT (OTHER)	1910- 142	RE-4	970	831	871				Acts of misconduct not otherwise identified.
JKN	MISCONDUCT (MINOR INFRACTIONS)	1910- 138	RE-4	970	831	871				Pattern of minor disciplinary infractions.
JKQ	MISCONDUCT (SERIOUS OFFENSE)	1910- 142	RE-4	970	831	871				Commission of serious military or civilian offense.
JKR	MISCONDUCT (ANTHRAX REFUSAL)	1910- 142	RE-4	970	831	871				Refusal to receive anthrax inoculation.
JND	MISCELLANEOUS/ GENERAL REASON  UNSAT PARTICIPATION	(1) 1910- 126  (2) 1910- 158	RE-R1 RE-1 RE-3R RE-3M RE-4 RE-6	970	831	871				(1) Applicable when a DOD component does not have a DOD reporting requirement for specific reasons and desires to identify reasons collectively , i.e., "All other reasons," which qualify a member for separation. MUST HAVE NAVPERSCOM (PERS-48) APPROVAL.  (2) Article 1910-158 is used for inactive Reservists only. MUST HAVE NAVPERSCOM (PERS-49) APPROVAL.



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KBJ	MEDAL OF HONOR RECIPIENT	1910-164	RE-R1 RE-1		813	853				Medal of Honor recipient may request separation at any time. USE ONLY AS DIRECTED BY SECNAV.
KBK	COMPLETION OF REQUIRED ACTIVE SERVICE	1910-104	RE-R1 RE-1E RE-3F RE-3M RE-3R RE-3T RE-4 RE-5 RE-6 RE-7		801 816	841 856				Expiration of enlistment. Fulfillment of military service obligation.
KBM	INSUFFICIENT RETAINABILITY (ECONOMIC REASONS)	1910-102	RE-R1 RE-1 RE-3F RE-3M RE-3R RE-3T RE-4 RE-6 RE-7		813	853				Short length of time remaining on active duty or obligated service precludes retention for economic reasons. USE ONLY IF DIRECTED BY NAVPERSCOM (PERS-48), CNO, OR SECNAV.
KCA	EARLY RELEASE PROGRAM - VOLUNTARY SEPARATION INCENTIVE (VSI)	1910-102	RE-3Y		942 943					When a member separates under the Voluntary Separation Incentive (VSI) Program. AS DIRECTED BY NAVPERSCOM (PERS-48).
KCB	EARLY RELEASE PROGRAM - SPECIAL SEPARATION BENEFIT (SSB)	1910-102	RE-3Z		942 943					When a member separates under the Special Separation Benefit (SSB) Program. AS DIRECTED BY NAVPERSCOM (PERS-48).
KCC	REDUCTION IN FORCE	1910-102	RE-R1 RE-1 RE-3F RE-3M RE-3R RE-3 RE-4 RE-5 RE-6 RE-7		803 813	842 853				General Demobilization, strength or force reductions: Within 3 months of EAOS. Other Reasons
KCF	TO ATTEND SCHOOL	1910-108	RE-R1 RE-1 RE-3F RE-3R RE-3T RE-4 RE-7		802	842				To attend educational facility

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KCM	CONSCIENTIOUS OBJECTOR	1900-020	RE-3C RE-4	970	813	823				Conscientiously opposed to participation in war in any form
KCP	ALIEN	1910-127	RE-3A RE-4	970	813	853				Non-citizen of United States or failed to complete naturalization procedures
KCQ	SURVIVING FAMILY MEMBER	1900-030	RE-3S RE-4	970	813	853				See MILPERSMAN article <a href="#">1900-030</a> for criteria.
KDB	HARDSHIP	1910-110	RE-3H RE-4	970	814	854				Continued retention in the military service would impose a hardship, including hardship when a member assumes responsibility for the support of a dependent.
KDF	PREGNANCY OR CHILDBIRTH	1910-112	RE-3B RE-4	970	813	853				Separation of female member for pregnancy or childbirth.
KDG	PARENTHOOD OR CUSTODY OF MINOR CHILDREN	1910-124	RE-3B RE-4	970	813	853				As a result of parenthood or custody of minor child (ren) is unable to perform prescribed duties or is subject to repetitive absenteeism, or non-availability for worldwide assignment.
KDK	MILITARY PERSONNEL SECURITY PROGRAM		RE-4	97-	824	864	881			USE ONLY AS DIRECTED BY NAVPERSCOM (PERS- 48).
KDM	HOLIDAY EARLY RELEASE PROGRAM	1910-102	RE-R1 RE-1 RE-3F RE-3M RE-3R RE-3T RE-4 RE-6 RE-7		802	842				Holiday early release programs established by competent authority.
KDN	LACK OF JURISDICTION	1910-130	RE-4		813	853				Released by court order or administrative determination.

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>MILPERSMAN AUTHORITY</u>	<u>REENL CODE</u>	<u>ELS</u>	<u>NAVY HON</u>	<u>LOSS GEN</u>	<u>CODE OTH</u>	<u>JUD</u>	<u>VOID</u>	<u>EXPLANATION</u>
KDS	DEFECTIVE ENLISTMENT AGREEMENT	1910-132	RE-R1 RE-1 RE-3R RE-4 RE-6	970	813	853				Non-fulfillment of service contract (commitments made at time of enlistment, extension, call-up, or recall to active duty).
KFF	SECRETARIAL AUTHORITY	1910-164	RE-R1 RE-1 RE-3R RE-4 RE-6	970	813	853				Separation by order of SECNAV. USE ONLY WHEN DIRECTED BY NAVPERSCOM (PERS-48.
KFM	DISABILITY, EXISTED PRIOR TO SERVICE, PEB	1910-168	RE-3P RE-4	970	804	845				Physical disability which existed prior to entry on active duty and was established by a physical evaluation board.
KFN	DISABILITY, EXISTED PRIOR TO SERVICE, MED BD	1910-168	RE-3P RE-4	970	805	845				Physical disability which existed prior to entry on active duty and was established by a medical board.
KFS	IN LIEU OF TRIAL BY COURT MARTIAL	1910-106	RE-4	970		870	887			Conduct triable by court martial for which the member may voluntarily separate in lieu of going to trial. (Normally receives characterization of service as "OTH.")
KFV	CONDITION, NOT A DISABILITY	1910-120	RE-3G RE-3X RE-4	970	813	853				A condition, not a physical disability which interferes with performance of duty. (Enuresis, motion sickness, allergy, fear of flying, etc.)
KFX	PERSONALITY DISORDER	1910-122	RE-3G RE-4	970	813	853				Personality disorder, not amounting to a disability, but which potentially interferes with

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>MILPERSMAN AUTHORITY</u>	<u>REENL CODE</u>	<u>ELS</u>	<u>NAVY HON</u>	<u>LOSS GEN</u>	<u>CODE OTH</u>	<u>JUD</u>	<u>VOID</u>	<u>EXPLANATION</u>
										assignment to or performance of duty.
KGM	ACCEPT COMMISSION OR WARRANT IN SAME BRANCH OF SERVICE	1910-102	RE-2	807 954						To accept a commission or warrant in the same Service. Specify commission or warrant.

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>MILPERSMAN AUTHORITY</u>	<u>REENL CODE</u>	<u>ELS</u>	<u>NAVY HON</u>	<u>LOSS GEN</u>	<u>CODE OTH</u>	<u>JUD</u>	<u>VOID</u>	<u>EXPLANATION</u>
KGN	ACCEPT COMMISSION OR WARRANT IN ANOTHER BRANCH OF SERVICE	1910-102	RE-2		808					Enlisted member accepts commission or warrant in another branch of Service.
KGQ	INTRA-DEPARTMENTAL TRANSFER	1910-102	RE-R1 RE-1		813	853				Transfer from one service component to another in the same DOD component.
KGX	ENTER OFFICER TRAINING PROGRAM	1910-102	RE-1		959					Member enters an officer training program
KHC	IMMEDIATE ENLISTMENT OR REENLISTMENT	1910-102	RE-R1 RE-1		802 816	842 856				Use if reenlisting within 3 months of EOS. Use if reenlisting within 3 months of fulfillment of service obligation. NO LOSS CODE assigned if reenlists more than 3 months prior to EAOS/EREN.
KHD	FAILURE TO COMPLETE COMMISSIONING OR WARRANT PROGRAM	1910-102	RE-3K RE-3Q	970	813	853				Member fails to complete an officer training program, including disenrollment. (Specify program).
KND	SEPARATION FOR MISCELLANEOUS/GENERAL REASONS	1910-126	RE-R1 RE-1 RE-3R RE-3M	970	831	871				Applicable when a DOD component does not have a DOD

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>MILPERSMAN AUTHORITY</u>	<u>REENL CODE</u>	<u>ELS</u>	<u>NAVY HON</u>	<u>LOSS GEN</u>	<u>CODE OTH</u>	<u>JUD</u>	<u>VOID</u>	<u>EXPLANATION</u>
			RE-4 RE-6							reporting requirement for specific reasons and desires to identify reasons collectively, i.e., "All other reasons," which qualify a member for Separation. MUST HAVE NAVPERSCOM (PERS-48) APPROVAL.

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>MILPERSMAN AUTHORITY</u>	<u>REENL CODE</u>	<u>ELS</u>	<u>NAVY HON</u>	<u>LOSS GEN</u>	<u>LOSS OTH</u>	<u>JUD</u>	<u>VOID</u>	<u>EXPLANATION</u>
LBK	COMPLETION OF REQUIRED ACTIVE SERVICE	1910-104	RE-R1 RE-1 RE-1E RE-3F RE-3M RE-3R RE-3T RE-4 RE-5 RE-6 RE-7	942 943						Completed required active service.
LBM	INSUFFICIENT RETAINABILITY (ECONOMIC REASONS)	1910-102	RE-R1 RE-1 RE-3F RE-3R RE-3T RE-4 RE-6	942 943						Short length of time remaining on active duty or obligated service precludes retention for <u>economic reasons</u> . (USE ONLY IF DIRECTED BY NAVPERSCOM (PERS-48), CNO, OR SECNAV.)
LCC	REDUCTION IN FORCE	1910-102	RE-R1 RE-1 RE-3F RE-3R RE-3T RE-4 RE-6	942 943						General Demobilization, strength or force reductions.
LDG	PARENTHOOD OR CUSTODY OF	1910-124	RE-3E RE-4		942 943					As a result of

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>MILPERSMAN AUTHORITY</u>	<u>REENL CODE</u>	<u>ELS</u>	<u>NAVY HON</u>	<u>LOSS GEN</u>	<u>LOSS OTH</u>	<u>JUD</u>	<u>VOID</u>	<u>EXPLANATIO N</u>
	MINOR CHILDREN									parenthood or custody of minor children is unable to perform prescribed duties, or is subject to repetitive absenteeis m, or nonavailab ility for worldwide assignment .
LDN	LACK OF JURISDICTION	1910-130	RE-4						971	Released by court order or administra tive. USE ONLY AS DIRECTED BY NAVPERSCOM (PERS-48).

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>MILPERSMAN AUTHORITY</u>	<u>REENL CODE</u>	<u>ELS</u>	<u>NAVY HON</u>	<u>LOSS GEN</u>	<u>LOSS OTH</u>	<u>JUD</u>	<u>VOID</u>	<u>EXPLANATION</u>
LFC	ERRONEOUS ENTRY (OTHER)	1910-130	RE-R1 RE-1 RE-3E RE-4 RE-6		942 943					Erroneously enlisted, reenlisted, extended, or inducted into a DOD component ( <u>not related to alcohol or drug abuse.</u> )
LFF	SECRETARIAL AUTHORITY	1910-164	RE-R1 RE-1 RE-3R RE-4 RE-6		942 943					Separation by order of SECNAV. USE ONLY WHEN DIRECTED BY NAVPERSCOM (PERS-48).
LFG	COMPETENT AUTHORITY, WITHOUT BOARD ACTION	1910-102	RE-4		942 943					Direction of competent authority (below executive or secretarial level) without Board action. USE ONLY AS DIRECTED BY CNO or

<u>SPD CODE</u>	<u>NARRATIVE REASON</u>	<u>MILPERSMAN AUTHORITY</u>	<u>REENL CODE</u>	<u>ELS</u>	<u>NAVY HON</u>	<u>LOSS GEN</u>	<u>LOSS OTH</u>	<u>JUD</u>	<u>VOID</u>	<u>EXPLANATION</u>
										NAVPERSCOM (PERS-48).
LFT	PHYSICAL STANDARDS	1910-170	RE-3F RE-4							Failed to meet established minimum physical readiness standards (failed PFA). See OPNAVINST 6110.1G.
LFW	FAILED MEDICAL/PHYSICAL PROCUREMENT STANDARDS	1910-130	RE-4 RE-3Q		942 943					Failed to meet established medical/physical procurement standards
LFX	PERSONALITY DISORDER	1910-120	RE-3G RE-4	970	813	853				Personality disorder, not amounting to a disability, but which potentially interferes with assignment to or performance of duty.
LGA	ENTRY LEVEL PERFORMANCE AND CONDUCT	1910-154	RE-4		See Notes (1) & (2)  Below					Inability, lack of effort, failure to adapt to military, or minor disciplinary infractions during first 180 days of active military service

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## APPENDIX E. REENTRY CODES<sup>97</sup>

- RE-R1     Recommended for preferred reenlistment.
- RE-1     Eligible for reenlistment.
- RE-1E     Eligible for reenlistment, but not reenlisted due to ENCORE regulations.
- RE-2     Ineligible for reenlistment because of the following status:
- Fleet Reserve.
  - Retired (except for transfer to TDRL).
  - Commissioned officer.
  - Warrant officer.
- RE-3     Eligible for reenlistment except for disqualifying factor. Add letter to indicate status at time of separation:
- RE-3A     Alien (Discharged under MILPERSMAN 1910-127).
- RE-3B     Parenthood/Pregnancy/Childbirth.
- RE-3C     Conscientious objector.
- RE-3E     Inducted/Enlisted/Extended/Reenlisted in error.
- RE-3F     Failed the physical fitness assessment (PFA).
- RE-3G     Condition (not physical disability) interfering with performance of duty.
- RE-3H     Hardship/Dependency.
- RE-3J     Failed entry level drug test, not drug dependent.

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<sup>97</sup> Bureau of Naval Personnel website,  
[http://buperscd.technology.navy.mil/bup\\_updt/508/INSTRUCTIONS/19008/19008EN3.htm](http://buperscd.technology.navy.mil/bup_updt/508/INSTRUCTIONS/19008/19008EN3.htm), January 2006.

	RE-3K	Disenrolled from Naval Academy or other officer program.
RE-3	RE-3M	Ineligible for reenlistment in current rating.
	RE-3P	Physical disability (includes discharge and transfer to TDRL).
	RE-3Q	Disqualified for officer candidate training (not physically qualified for appointment as officer in the naval service).
	RE-3R	Not meeting the professional growth criteria (See OPNAVINST 1160.5C).
	RE-3S	Surviving family member.
	RE-3U	Minority age.
	RE-3X	Nonswimmer.
	RE-3Y	Received Voluntary Separation Incentive (VSI).
	RE-3Z	Received Special Separation Benefit (SSB).
RE-4		Ineligible for reenlistment.
RE-5		USNR-R released after serving 90 or more days of Active Duty for Training (ADT). Returned to Reserve Unit/activity without reenlistment eligibility being determined.
RE-6		Ineligible or denied reenlistment due to High Year Tenure.
RE-7		Completing the initial 2-year active duty obligation under the 2x8 Naval Reserve Program.

## APPENDIX F. REPORT OF ADMINISTRATIVE SEPARATION<sup>98</sup>

Source: Command

To: Separation Authority (or NAVPERSCOM)

Subj: (RATE/NAME/USN (R) (TAR)/SSN); RECOMMENDATION FOR  
ADMINISTRATIVE SEPARATION

Ref: (a) MILPERSMAN 1910-600

Encl: (1) As required

1. Per reference (a), the following information is submitted:

- a. Reason for processing.
- b. Basic record data. Active duty start date; date of current enlistment; EAOS/EOS; race/ethnicity; marital status and dependents; months on board; date and amount of most recent enlistment/ reenlistment bonus; deployment status: deployed/pending deployment (number of months)/not deployed; is member pending orders (YES/NO/NA); age; total service (active, inactive); participated in Montgomery GI Bill (YES/NO/NA); specialized training (i.e., nuclear power).
- c. Involvement with civil authorities. (If none, annotate NA.)
- d. Summary of military and civilian offenses.
- e. Findings of the administrative board.
- f. Recommendations of administrative board.
- g. Type of discharge recommended by administrative board.
- h. Psychiatric or medical evaluation as required.
- i. Most recent NAVPERS 1070/613 (Rev. 10-81), Administrative Remarks warning (critical if required under reason for processing).

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<sup>98</sup> Navy Military Personnel Manual website  
[http://buperscd.technology.navy.mil/bup\\_updt/508/milpers/1910-600.htm](http://buperscd.technology.navy.mil/bup_updt/508/milpers/1910-600.htm), January 2006.

j. Comments of the commanding officer. (Ensure a clear picture of what/when/why is provided.)

k. If member was separated locally under authority granted by MILPERSMAN 1910-700, provide date, reason, characterization, and separation program designator (SPD)code (ensure a copy of DD 214 (Rev. 2-00), Certificate of Release or Discharge from Active Duty is attached as an enclosure).

l. Point of contact/location of command/telephone (DSN/COMM)/ E-Mail:

/s/ CO or ACTING CO  
(not by direction)

## APPENDIX G. CETARS PERSON EVENTS CODE PRECEDENCE LIST

1	207	GJB	Non-Training Death
1	208	GJE	Training Death
1	209	GJH	Suicide
2	200	GUR	Declared Deserter
3	203	GHP	Misconduct
4	199	GHE	Civil Conviction
5	198	GL	Arrest by Civil Authorities *
6	224	GLS	Arrest Record Pre-Service
7	223	GLP	Homosexual Pre-Service
8	205	GL	Homosexual Acts *
9	220	GLB	Initial Drug Screen (Non-Cannabis)
10	221	GLE	Initial Drug Screen (Cannabis)
11	206	GLH	Drug Subsequent (after UA) Screen *
12	625	GLH	Drug Dependent
13	222	GLL	Drug Disclosure
14	917	GLH	Alcohol Dependent
15	226	GLV	Undisclosed Prior Service
16	215	GMB	Erroneous Enlistment
17	218	GMH	Underage
18	212	GKH	PRT Failure
19	210	GKB	Motor Skills
20	320	GAB	Negative Military Attitude *
21	368	GBL	Failure to Adapt
22	149	GBH	Hardship
23	386	GNB	Breach of Contract/Obligation
24	167	GCE	Orthopedic-Service Connected
24	169	GCL	Podiatry-Service Connected
24	171	GCS	General Surgery-Service Connected
24	173	GDB	Urology-Service Connected
24	175	GDH	Optometry-Service Connected
24	177	GDP	Neurology-Service Connected
24	179	GDV	Dermatology-Service Connected
24	181	GEB	Internal Medicine-Service Connected
24	183	GEH	Ear, Nose, Throat-Service Connected
24	185	GEP	Gynecology-Service Connected
24	366	GGB	Other Medical-Service Connected
25	158	GCB	Pregnancy
25	168	GCH	Orthopedic-Pre Service
25	170	GCP	Podiatry-Pre Service
25	172	GCV	General Surgery-Pre Service

25	174	GDE	Urology-Pre Service
25	176	GDL	Optometry-Pre Service
25	178	GDS	Neurology-Pre Service
25	180	GDY	Dermatology-Pre Service
25	182	GEE	Internal Medicine-Pre Service
25	184	GEL	Ear, Nose, Throat-Pre Service
25	186	GES	Gynecology-Pre Service
25	367	GGE	Other Medical-Pre Service
26	188	GFE	Psych-Suicide-Pre Service
26	189	GFB	Psych-Suicide-Service Connected
26	190	GEV	Psych-Service Connected
26	191	GEY	Psych-Pre Service (Hand-written note of "ADHD")
26	192	GFH	Psych-Personality Disorder
26	193	GFL	Psych-Enuresis
26	194	GFP	Psych-Sleep Walking
26	195	GFS	Psych-Situation Reaction
26	197	GFY	Hydrophobic

**NOTES:** Precedence for Psych and Medical is determined by primary diagnosis. Drugs takes precedence over everything unless otherwise specified by legal. Usually, Legal in the cover letter of package, will specify what the primary reason for discharge is.

1. – The attrition code 182(GEE)(Internal Medicine) included many different conditions. Some examples are: Sickle Cell, Heart Problems, Asthma, Blood Disorders, and Liver and Kidney problems to name a few, as determined by Medical.
2. – The attrition code 222(GLL)(Drug Disclosure) will almost never be seen alone. Almost exclusively, this attrite code will be identified by Moment Of Truth.
3. – Attrition code 199(GHE)(Civil Conviction) is defined as a recruit who has been convicted of a felony criminal offense by a civilian court.
4. – Attrition code 224(GLS)(Arrest Record) is defined as failure to disclose pre service arrests/convictions prior to enlistment.
5. – Attrition code 226(GLV)(Undisclosed Prior Service) is defined as failure to disclose previous military service prior to enlistment.
6. – Attrition code 215(GMB)(Erroneous Enlistment) is defined as an enlistment that would not have occurred if specific (non-medical) pre-service disqualifying factors have been known.
7. – Attrition code 216(GME)(Moment Of Truth) are screening vehicles used to find recruits not valid for military enlistment. These are several secondary attrite codes that fall under the 216 umbrella. A secondary code is required further specifying the exact reason for attrite.
8. – Attrition code 386(GNB)(Contract/Obligation) is defined by a recruit found ineligible for program guaranteed by enlistment contract due to factors unknown to recruit and Navy prior to enlistment. Recruit elects to execute contract guarantee to separation from the Navy.

Source: Revised from the Precedence List provided by Recruit Training Command (RTC) Personnel Support Detachment (PSD), 2005.

## APPENDIX H. CETARS SYSTEM DESCRIPTION<sup>99</sup>

1. CETARS supports training activity/schoolhouse data, the management of corporate Navy training data and information for all levels of commands between the training activity and training agent. Currently, this is accomplished by accessing the Standard Training Activity Support System (STASS), STASS Recruit Training Management (RTM), Centralized Training Equipment Management System (CENTRA), Catalog of Navy Training Courses (CANTRAC), or Navy Integrated Training Resources Administration System (NITRAS) II subsystems through the web enabled CETARS entry menu. CETARS provides for the exchange of information with the Navy Training Reservation System (NTRS), the Navy Training Quota Management System (NTQMS), the Navy Training Management and Planning System (NTMPS), the Navy Standard Integrated Personnel System (NSIPS) (includes the Navy Enlisted Personnel System (NES), and the Officer Personnel Information System (OPINS) databases), Training Oriented User Resource Scheduler Annual Class Scheduler (TOURS ACS), the Personalized Recruiting for Immediate and Delayed Enlistment (PRIDE), the USMC By Name Assignment (BNA) system, the Authoring Instructional Material (AIM) system, and the Joint Primary Aircraft Trainer System – Training Information Management System (JPATS-TIMS) under the Navy's enterprise training systems integration strategy.
2. CETARS provides comprehensive day-to-day training activity/schoolhouse support and performs the following functions:
  - a. Recruit, student, staff, and military personnel management
  - b. Management of resources, facilities, and quotas
  - c. Evaluating individual qualifications
  - d. Determining training requirements and identifying individual training deficiencies
  - e. Course scheduling
  - f. Class reservation/convene/interruption/graduation
  - g. Monitoring of individual training paths
  - h. Preparing and administering tests
  - i. Managing test components

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<sup>99</sup> Corporate Enterprise Training Activity Resource System (CETARS) website <https://www.dn.cnet.navy.mil/hol/Form.aspx?ID=1051&type=VALIDVAL>, January 2006.

- j. Recording student grades
  - k. Analyzing test results
  - l. Training evaluations
  - m. Ensuring the availability of and assigning qualified instructors
  - n. Assigning and controlling classrooms, laboratories, and training resources
  - o. Maintaining updated training records and producing related training documents
  - p. Generating statistical and other training reports
  - q. Exchanging data with related automated systems
  - r. Satisfying reporting requirements as a function by performing local daily schoolhouse management
3. CETARS is the sole source of official Navy training statistics. The system facilitates and controls the collection of all raw training data, compiles the information, performs statistical calculations, and provides the data and results to all levels of the military manpower, personnel and training organizations. The Navy training experience is documented, providing a true picture of achievement while supporting manpower and resource decisions, personnel distribution, class scheduling, quota management, and determining training requirements. Specific objectives/functions supported include readily available and accessible historical training data; support of all Navy pipeline functions and providing pipeline information; support of local training managers in formulating and defending training budgets; and provision of a planning module capable of compiling the necessary information for planning quota requirements, training plan spreads, capacities, facilities, management of quotas, development of school plans, recommending the awarding of Navy Enlisted Classifications (NEC), training analysis, Time-To-Train (TTT) analysis, etc. CETARS information is important in evaluating the performance and efficiency of the overall training process, which includes:
- a. Course creation and record maintenance
  - b. Source and quantity of funding
  - c. Student enrollment
  - d. Purpose and scope of training



- e. Location(s) for training
  - f. Manpower requirements
  - g. Course materials and technical training equipment (TTE) or device requirements (e.g., quota, equipment, etc.)
  - h. Special training facility requirements
  - i. Course Management Method (CMM)/Course Learning Method (CLM)
  - j. Curriculum Development Standard
  - k. Curriculum Model Manager
  - l. CETARS assists training managers in evaluating the course data after activation
4. CETARS contains the Catalog of Navy Training on all formal training courses of instruction throughout the Navy. This catalog is available on-line or on CD-ROM. Information in the catalog can be filtered and/or sorted based on user selection/specification.
  5. CETARS provides automated storage and retrieval of information concerning the planning, inventory control, allowance approval, distribution, course utilization and support of training equipment (TE).
    - a. Master Equipment File (MEF) module contains selected TE, generally major end items of investment quality such as 2F, 2J, 2S, 2Z, or 2O cognizance. The MEF is utilized throughout the surface and subsurface communities to provide a management tool to project TE support requirements, budget submissions, inventory management, and support of the TE overhaul prioritization process. The MEF includes TE inventory data with cross-reference to specific courses supported by each TE listed and provides capability to update course information.
    - b. The Training Device Utilization Reporting System (TRNDURS) module is used for the reporting of data weekly or monthly by the activity for Contractor Operation and Maintenance of Simulators (COMS) supported equipment. This contains the Operationally Ready Time Utilized hours each trainer is used on a monthly basis, and trainer reports and graphs are available for NETC, Naval Air Warfare Center Training Systems Division, CNO, and Naval Sea Systems Command.

- c. Training Equipment Support Resources Information System (TESRIS) provides current equipment and support data to NETC managers, information on quantities, locations, value and maintenance concept, and the equipment and resource quantification necessary to support the Planning, Programming and Budget System (PPBS).
  - d. Government Inventory Management System II (GIMS II) provides asset visibility to management personnel with the range and depth of specific assets and parts usage information. The system uses bar code scanning techniques to inventory and log items, their location and quantities.
  - e. CNET Ammunition Management Program/NAMTRA Ammunition Management Program (CAMP/T-GAMP) provides the means by which management personnel can identify the total ammunition requirements in a manner suitable for submission of the requirements to higher authority and allocate proper ammunition levels to training activities.
  - f. Remote Site Module of the CNET Ammunition Requirements for Training Program (CRAMMO) provides the information necessary for training activities to identify and justify their ammunition requirements, and to enable NETC managers to make management and allocation decisions and identify resource requirements to higher authority.
6. The Oracle Discoverer Query tool processes/reports all data in the CETARS database as defined in the different business areas and folders. Queries are built/established in defined workbooks. Query search criteria that can be specified include items, layout, formatting, conditions, totals, and calculations.
7. CETARS includes a stand-alone Classified Exam Generator (CEG) module that allows input and maintenance of a separate test item database on a standalone PC. It is mostly used as a classified test bank and exam generator with capability to manually transfer exam answer keys to CETARS for subsequent processing. Includes a word processing (Word) capability to edit test questions that are being stored. CEG is not network connected within CETARS and should not be considered as part of the standard configuration for networked CETARS users.

NOTE: More detailed descriptions of CETARS functions and numerous on-line help and interactive media presentations are available at <https://cetarsweb.cnet.navy.mil>.

## APPENDIX I. CETARS PERSON EVENTS IDENTIFICATION CODE LIST

ID	ABBR NAME	EVENT NAME	DESCRIPTION	MANHOUR TYPE ASSOCIATION
2	ENRL	ENROLL	This Person Event places the student Under Instruction.	Under Instruction
6	ENRL ACTN AFT ACCEL	ENROLL ACTION AFTER ACCELERATION	This Person Event is used to enroll a student into a class after having been accelerated from another class, same course.	Under Instruction
7	ENRL ACTN AFT STBK ACAD	ENROLL ACTION AFTER STBK ACAD	This Person Event is used to enroll a student in a class after having been academically setback from another class, same course.	Under Instruction
8	ENRL ACTN AFT STBK NACAD	ENROLL ACTION AFTER STBK NACAD	This Person Event is used to enroll a student in a class after being non-academically setback from another class in the same course.	Under Instruction
9	ONBD PR CVN	ON BD PRIOR TO CONV	This Person Event is applied when a student is onboard prior to class convene date.	Awaiting Instruction
10	ONBD PR CVN ACTN AFT STBK ACAD	ON BD PRIOR TO CONV FOLLOWING STBK ACAD	This Person Event defines a student being reported as awaiting instruction in a class after having been academically setback from another class in the same course.	Awaiting Instruction
11	ONBD PR CVN ACTN AFT STBK NACAD	ON BD PRIOR TO CONV FOLLOWING STBK NACAD	This Person Event places a student in an awaiting instruction status in a class after having been non-academically setback from another class in the same course.	Awaiting Instruction
12	ONBD PR CVN BLOG EXCS STU INP	ON BD PRIOR TO CONV BACKLOG EXCESS STUDENT INPUT	This Person Event places the student on awaiting instruction status due to a backlog of excess student input.	Awaiting Instruction
13	ONBD PR CVN BLOG EQUIP	ON BD PRIOR TO CONV BACKLOG LACK OF EQUIPMENT	This Person Event places the student in awaiting instruction status due to backlog because of lack of equipment for the class.	Awaiting Instruction
15	ONBD PR CVN BLOG PERS	ON BD PRIOR TO CONV BACKLOG LACK OF PERSONNEL	This Person Event places the student in awaiting instruction status because of a backlog due to lack of instructor resources.	Awaiting Instruction
16	ONBD PR CVN BLOG SPA	ON BD PRIOR TO CONV BACKLOG LACK OF SPACE	This Person Event places the student in awaiting instruction status due to backlog of students as a result of lack of space for the class.	Awaiting Instruction
17	ONBD PR CVN ACTN AFT PREV CRSE SAME ORG	ON BD PRIOR TO CONV ACTION AFTER PREVIOUS COURSE	This Person Event is used when a student is going from one course to another at the same organization, but the class in the new course has not yet convened.	Awaiting Instruction
18	HOLD PVNT ENRL ADMIN SCTY CLRNC	HOLD PREVENT ENROLL ADMIN SECURITY CLEARANCE	This Person Event defines a student who cannot be enrolled until security clearance is granted.	Awaiting Instruction
19	HOLD PVNT ENRL LEGL	HOLD PREVENT ENROLL LEGAL	This Person Event is used for a student who is being prevented from enrolling in a class because of legal reasons.	Hold Legal

20	HOLD PVNT ENRL MED	HOLD PREVENT ENROLL MEDICAL	This Person Event is used for students who are prevented from enrollment due to medical reason.	Hold Medical
21	HOLD PVNT ENRL ADMIN	HOLD PREVENT ENROLL ADMIN	This Person Event is used to prevent students from being enrolled due to administrative reasons.	Awaiting Instruction
22	HOLD PVNT ENRL ADMIN REVAL	HOLD PREVENT ENROLL ADMIN RE-EVALUATION	This Person Event is for students who are being prevented from enrollment due to administrative re-evaluation.	Awaiting Instruction
23	HOLD PVNT ENRL ADMIN LV	HOLD PREVENT ENROLL ADMIN LEAVE	This Person Event is for students who are prevented from enrollment due to being on leave.	Awaiting Instruction
27	HOLD PVNT ENRL LEGL UA AFT 24 HR	HOLD PREVENT ENROLL LEGAL UA AFTER 24 HOURS	This Person Event is applied when a student has been UA for 24 hours prior to convene.	Hold Legal
28	HOLD PVNT ENRL LEGL UA AFT 10 DAY	HOLD PREVENTING ENROLLMENT LEGAL UA AFTER 10 DAYS	This Person Event is used to TERMINATE a student's MANHOURS in awaiting instruction for LEGAL reasons due to student being in a UA status AFTER 10 DAYS. MUST BE PRECEDED BY PEVT 27, HOLD PREVENT ENROLL UA 24 HOUR.	Termination of Manhours
29	II ADMIN SCTY CLRNC	INTERRUPT ADMIN SECURITY CLEARANCE	This Person Event is used to designate an interruption of instruction due to a security clearance matter of a legal nature.	Interruption of Instruction
30	II LEGL	INTERRUPTION OF INSTRUCTION LEGAL	This Person Event is used to interrupt a student's instruction for a legal matter.	Hold Legal
31	II MED DNTL	INTERRUPTION OF INSTRUCTION MEDICAL DENTAL	This Person Event is used to interrupt a student's instruction due to a dental problem/appointment.	Hold Medical
32	II MED	INTERRUPTION OF INSTRUCTION MEDICAL	This Person Event is used to interrupt a student's instruction for a medical problem/appointment.	Hold Medical
33	II ADMIN	INTERRUPTION OF INSTRUCTION ADMIN	This Person Event is used to interrupt a student's instruction for administrative purposes.	Interruption of Instruction
34	II ADMIN REVAL	INTERRUPTION OF INSTRUCTION ADMIN RE- EVALUATION	This Person Event is used to interrupt a student's instruction due to administrative re-evaluation.	Interruption of Instruction
35	II ADMIN LV	INTERRUPTION OF INSTRUCTION ADMIN LEAVE	This Person Event is used to interrupt a student's instruction due to administrative leave.	Interruption of Instruction
37	II ADMIN YR END STDN	INTERRUPTION OF INSTR ADMIN YEAR END STAND DOWN	This Person Event is used to interrupt a student's instruction due to year end stand down.	Interruption of Instruction
39	II ADMIN PNDG NGRD	INTERRUPTION OF INSTRUCTION ADMIN PENDING NON-GRAD	This Person Event is used to interrupt a student's instruction due to pending non-grad.	Interruption of Instruction
40	II ADMIN PNDG CARR QUAL	INTERRUPTION OF INSTR ADMIN PENDING CARRIER QUALS	This Person Event is used to interrupt a student's instruction pending carrier qualifications.	Interruption of Instruction
41	II ADMIN PNDG WPN QUAL	INTERRUPTION OF INSTR ADMIN PENDING WEAPONS QUALS	This Person Event is used to interrupt a student's instruction pending weapons qualifications.	Interruption of Instruction

42	II ADMIN EXCS SHIP	INTERRUPTION OF INSTR. ADMIN EXCESS IN SHIPPING	This Person Event is used to interrupt a student's instruction due to an excess of students arriving for BMT.	Interruption of Instruction
43	II ADMIN UNDSHIP	INTERRUPTION OF INSTRUCTION ADMIN UNDERSHIPING	This Person Event is used to interrupt a BMT student's instruction due to undershipping of students for BMT.	Interruption of Instruction
44	II ADMIN SPCL COY FORM RTC	INTERRUPT OF INSTR. ADMIN SPECIAL COMPANY FORMING	This Person Event is used to interrupt a BMT student's instruction due to a special company being formed.	Interruption of Instruction
45	II LEGL SUBST ABU	INTERRUPTION OF INSTRUCTION LEGAL SUBSTANCE ABUSE	This Person Event is used to interrupt a student's instruction due to substance abuse.	Hold Legal
46	II PHYS PT TEST FAIL	INTERRUPTION OF INSTRUCTION PT TEST FAILURE	This Person Event is used to interrupt a student's instruction for physical reasons due to PT test failure.	Interruption of Instruction
47	II PHYS NOT AQUAT ADAPT	INTERRUPT OF INSTR. PHYS NOT AQUATICALLY ADAPTABLE	This Person Event is used to interrupt a student's instruction due to inability to swim. Usually used during Basic Military Training, and remedial training may be offered.	Interruption of Instruction
48	STBK ACAD WITHT RTRNG ADMIN	STBK ACAD W/O REMEDIAL TRAINING ADMINISTRATIVE	This Person Event defines a student who is being setback without remedial training.	Termination of Manhours
50	STBK ACAD RTRNG CLSRM LACK READ SKL	STBK ACAD CLASSROOM LACK OF READING	This Person Event is used to set a student back into another class because of lack of reading skills; remedial training will be provided.	Termination of Manhours
51	STBK ACAD RTRNG CLSRM RVW BD RSLT	STBK ACAD W/REMEDIAL REVIEW BOARD	This Person Event defines a student who has been setback, and an academic review board met and approved remedial training.	Termination of Manhours
52	STBK ACAD RTRNG CLSRM LACK MATH SKL	STBK ACAD W/REMEDIAL TRAINING LACK OF MATH SKILLS	This Person Event defines a student who has been academically setback due to lack of math skills. Remedial training will be provided.	Termination of Manhours
53	STBK ACAD RTRNG CLSRM LACK CMPRHN SUBJ MATR	STBK ACAD W/REMEDIAL CLSRM LACK OF COMPREHENSION	This Person Event is used to academically set a student back due to student's lack of comprehension/retention of course subject matter. Remedial training provided.	Termination of Manhours
56	STBK ACAD RTRNG MOTV LACK PERF	STBK ACAD W/REMEDIAL TRNG MOTIVATION LACK OF PERF	This Person Event defines the setback of a student into another class due to demonstrated lack of performance related to lack of motivation.	Termination of Manhours
58	STBK ACAD RTRNG ADMIN EXCS II TM	STBK ACAD W/REMEDIAL EXCESSIVE II TIME	This Person Event defines the setback of a student into another class due to excessive interruption of instruction time. Recycle w/remedial training.	Termination of Manhours
73	STBK NACAD WITHT RTRNG ADMIN LV	STBK NACAD W/O REMEDIAL ADMINISTRATIVE LEAVE	This Person Event is for students who are being non-academically setback for leave.	Termination of Manhours
74	ACCEL	ACCELERATION	This Person Event is used for students reassigned to an earlier class of the same course. May also be used to release a student from an II hold status.	Termination of Manhours

75	NON-GRD ACAD CLSRM LACK READ SKL	NON-GRAD ACAD CLASSROOM LACK OF READING SKILLS	This Person Event is used to academically non-grad a student due to an inability to read at level required by course material. Student cannot be reasonably remediated to required reading level.	Termination of Manhours
78	NON-GRD ACAD CLSRM LACK MATH SKL	NON-GRAD ACAD CLASSROOM LACK OF MATH SKILLS	This Person Event is used to academically non-grad a student due to an inability to perform mathematical computations at level required by course material. Student cannot be reasonably remediated to required level.	Termination of Manhours
81	NON-GRD ACAD CLSRM LACK CMPRHN SUBJ MATR	NON-GRAD ACAD CLSRM LACK OF CMPRHN/RETEN TION	This Person Event is used to academically non-grad a student due to inability to analyze, reason, react logically and/or apply class subject matter material at level required. Student cannot be reasonably remediated to required level.	Termination of Manhours
84	NON-GRD ACAD CLSRM LACK LANG PROF	NON-GRAD ACAD CLASSROOM LACK OF LANGUAGE PROF	This Person Event is used to academically non-grad a student due to inability to speak comprehend/communicate well enough to complete curriculum. Cannot be reasonably remediated to req'd level.	Termination of Manhours
103	NON-GRD ACAD LAB LACK MNL SKL EQUIP	NON-GRAD ACAD LABORATORY LACK OF MANUAL SKILLS	This Person Event is used to academically non-grad a student who is awkward/clumsy in the use of tools and equipment as documented in lab or shop performance tests. Cannot be reasonably remediated to req'd level of proficiency.	Termination of Manhours
106	NON-GRD ACAD LAB LACK KNOWL APPL	NON-GRAD ACAD LABORATORY LACK OF KNOWLEDGE APPL	This Person Event is used to academically non-grad a student who demonstrates an inability to transfer classroom information to laboratory or shop assignments. Cannot be reasonably remediated to req'd level of proficiency.	Termination of Manhours
111	NON-GRD ACAD LAB FLGT FAIL PLT	NON-GRAD ACAD FLIGHT FAILURE PILOT	This Person Event is used to academically non-grad a student due to performance in the air being deficient/unsatisfactory despite remediation attempts by flight instructors.	Termination of Manhours
120	NON-GRD ACAD LAB FLGT FAIL NFO	NON-GRAD ACAD FLIGHT FAILURE NFO	This Person Event is used to academically non-grad a student whose performance in the air is deficient/unsatisfactory despite remediation attempts by flight instructors.	Termination of Manhours
123	NON-GRD ACAD LAB FLGT RIF	NON-GRAD ACAD FLIGHT REDUCTION IN FORCE	This Person Event is used for a CNO-directed reduction in force (RIF). Student's performance below standards, not eligible to re-enter flight training at a later date.	Termination of Manhours
135	NON-GRD NACAD MOTV EXP DOR	NON-GRAD NACAD MOTIV EXPRESSED DOR	This Person Event describes an admin procedure available to students in certain high-risk courses which incl provision for Drop on Request. SCI must be a "D" or "A" (Ref: flight CNATRAINST 1500.4; oth Navy tmg CNETINST 1500.20.)	Termination of Manhours
138	NON-GRD NACAD MOTV LACK PERF NOT SCH CHC	NON-GRAD NACAD MOTIV LACK OF PERF SCOL N/O CHOICE	This Person Event is used to non-academically non-grad a student due to lack of performance because school not student's choice of rating/career field.	Termination of Manhours
141	NON-GRD NACAD MOTV LACK PERF NOT WHAT EXPTD	NON-GRAD NACAD MOTIV LACK OF PERF SCOL N/W EXPTD	This Person Event is used to non-academically non-grad a student due to demonstrated lack of performance because the school not being what the student expected.	Termination of Manhours

142	NON-GRD NACAD MOTV LACK PERF TRNG	NON-GRAD NACAD MOTV LACK OF PERF NEG TRNG ATT	This Person Event is used to non-academically non-grad a student due to lack of performance by displaying a lack of interest/negative attitude toward training in general.	Termination of Manhours
145	NON-GRD NACAD ADMIN ACHL REHAB	NON-GRAD NACAD ADMIN ALCOHOL REHABILITATIO N	This Person Event is used to non-academically non-grad a student referred for rehabilitation for an alcohol problem documented by counseling and medical records.	Termination of Manhours
148	NON-GRD NACAD ADMIN UNSUIT	NON-GRAD NACAD ADMIN UNSUITABILITY	This Person Event is used to non-academically non-grad a student due to unsuitability for military service reasons as determined by other authority not by school or course personnel.	Termination of Manhours
149	NON-GRD NACAD ADMIN HARDSHIP	NON-GRAD NACAD ADMIN HARDSHIP	This Person Event is used to non-academically non-grad a RECRUIT/student due to personal or family circumstances as approved.	Termination of Manhours
155	NON-GRD NACAD ADMIN NOT AQUAT ADAPT	NON-GRAD NACAD ADMIN NOT AQUATICALLY ADAPTABLE	This Person Event is used to non-academically non-grad a student who has been psych evaluated as not having a true phobia yet is apprehensive in the water environment to such a degree that satisfactory completion is deemed impossible.	Termination of Manhours
158	NON-GRD NACAD MED PREG	NON-GRAD NACAD MEDICAL PREGNANCY	This Person Event is used to non-academically non-grad a student from a course due to pregnancy.	Termination of Manhours
167	NON-GRD NACAD MED ORTHO SVC CON	NON-GRAD NACAD MEDICAL ORTHOPEDIC SVC-CON	This Person Event is used to non-academically non-grad a student for medical, orthopedic, service-connected reasons as determined by duly appointed medical board.	Termination of Manhours
168	NON-GRD NACAD MED ORTHO PSVC	NON-GRAD NACAD MEDICAL ORTHOPEDIC PRE-SVC	This Person Event is used to non-academically non-grad a student due to medical, orthopedic, pre-service reasons as determined by duly appointed medical board.	Termination of Manhours
169	NON-GRD NACAD MED PODIA SVC CON	NON-GRAD NACAD MEDICAL PODIATRY SVC- CON	This Person Event is used to non-academically non-grad a student due to medical service connected reasons as determined by duly appointed medical board for podiatry.	Termination of Manhours
170	NON-GRD NACAD MED PODIA PSVC	NON-GRAD NACAD MEDICAL PODIATRY PRE- SVC	This Person Event is used to non-academically non-grad a student due to medical pre-service reasons as determined by duly appointed medical board for podiatry.	Termination of Manhours
171	NON-GRD NACAD MED GEN SURG SVC CON	NON-GRAD NACAD MEDICAL GENERAL SURGERY SVC- CON	This Person Event is used to non-academically non-grad a student due to medical, service-connected, general surgery reasons as determined by duly appointed medical board.	Termination of Manhours
172	NON-GRD NACAD MED GEN SURG PSVC	NON-GRAD NACAD MEDICAL GENERAL SURGERY PRE- SVC	This Person Event is used to non-academically non-grad a student due to medical pre-service reasons as determined by duly appointed medical board for general surgery.	Termination of Manhours
173	NON-GRD NACAD MED UROL SVC CON	NON-GRAD NACAD MEDICAL UROLOGY SVC- CON	This Person Event is used to non-academically non-grad a student due to medical, urology, service-connected reasons as determined by duly appointed medical board.	Termination of Manhours

174	NON-GRD NACAD MED UROL PSVC	NON-GRAD NACAD MEDICAL UROLOGY PRE- SVC	This Person Event is used to non-academically non-grad a student due to medical, urology, pre-service reasons as determined by duly appointed medical board.	Termination of Manhours
175	NON-GRD NACAD MED OPHTHAL/OPTO M SVC CON	NON-GRAD NACAD MED OPHTHALMOLO GY/OPTOM SVC- CON	This Person Event is used to non-academically non-grad a student due to medical, ophthalmology/optometry, service-connected reasons as determined by duly appointed medical board.	Termination of Manhours
176	NON-GRD NACAD MED OPHTHAL/OPTO M PSVC	NON-GRAD NACAD MED OPHTHALMOLO GY/OPTOMETRY PSVC	This Person Event is used to non-academically non-grad a student due to medical, pre-service reasons as determined by duly appointed medical board.	Termination of Manhours
177	NON-GRD NACAD MED NEURO SVC CON	NON-GRAD NACAD MEDICAL NEUROLOGY SVC-CON	This Person Event is used to non-academically non-grad a student due to medical, neurology, service-connected reasons as determined by duly appointed medical board.	Termination of Manhours
178	NON-GRD NACAD MED NEURO PSVC	NON-GRAD NACAD MEDICAL NEUROLOGY PRE-SVC	This Person Event is used to non-academically non-grad a student due to medical, neurology, pre-service reasons as determined by duly appointed medical board.	Termination of Manhours
179	NON-GRD NACAD MED DERMA SVC CON	NON-GRAD NACAD MEDICAL DERMATOLOGY SVC-CON	This Person Event is used to non-academically non-grad a student due to medical, dermatology, service-connected reasons as determined by duly appointed medical board.	Termination of Manhours
180	NON-GRD NACAD MED DERMA PSVC	NON-GRAD NACAD MEDICAL DERMATOLOGY PRE-SVC	This Person Event is used to non-academically non-grad a student due to medical, pre-service, dermatology reasons as determined by a duly appointed medical board.	Termination of Manhours
181	NON-GRD NACAD MED INTNL MED SVC CON	NON-GRAD NACAD MED INTERNAL MEDICINE SVC- CON	This Person Event is used to non-academically non-grad a student due to medical, service-connected, internal medicine reasons as determined by duly appointed medical board.	Termination of Manhours
182	NON-GRD NACAD MED INTNL MED PSVC	NON-GRAD NACAD MEDICAL INTERNAL MEDICINE PRE- SVC	This Person Event is used to non-academically non-grad a student due to medical, pre-service, internal medicine reasons as determined by duly appointed medical board.	Termination of Manhours
183	NON-GRD NACAD MED ENT SVC CON	NON-GRAD NACAD MED EAR, NOSE AND THROAT (ENT) SC	This Person Event is used to non-academically non-grad a student due to medical, service-connected, ENT reasons as determined by duly appointed medical board.	Termination of Manhours
184	NON-GRD NACAD MED ENT PSVC	NON-GRAD NACAD MED EAR, NOSE AND THROAT (ENT) PS	This Person Event is used to non-academically non-grad a student due to medical, pre-service, ENT reasons as determined by duly appointed medical board for.	Termination of Manhours
185	NON-GRD NACAD MED GYN SVC CON	NON-GRAD NACAD MEDICAL GYNECOLOGY SVC-CON	This Person Event is used to non-academically non-grad a female student due to medical, service-connected, gynecological reasons (excluding pregnancy) as determined by duly appointed medical board.	Termination of Manhours
186	NON-GRD NACAD MED GYN PSVC	NON-GRAD NACAD MEDICAL GYNECOLOGY PRE-SVC	This Person Event is used to non-academically non-grad a female student due to medical, pre-service, gynecological reasons (excluding pregnancy) as determined by duly appointed medical board.	Termination of Manhours



188	NON-GRD NACAD PSYCI/PSY SUCID BHVR PSVC	NON-GRAD NACAD PSY/PSYCH SUCID/SELF- DESTR PRE-SVC	This Person Event is used to non-academically non-grad a student due to psy/psych pre-service, medical reasons specifically related to suicidal/self-destructive behavior, ideation or gesture as determined by duly appointed med board.	Termination of Manhours
189	NON-GRD NACAD PSYCI/PSY SUCID BHVR SVC CON	NON-GRAD NACAD PSY/PSYCH SUCID/SELF- DESTR SVC-CON	This Person Event is used to non-academically non-grad a student due to psy/psych, service connected, medical reasons specifically related to suicidal behavior, ideation, or gesture as determined by duly appointed med board.	Termination of Manhours
190	NON-GRD NACAD PSYCI/PSY EXCL SUCID BHVR SVC CON	NON-GRAD NACAD PSY/PSYCH EXCLUDING SUCID BEHAV SC	This PEVT is used to non-academically non-grad a student due to psy/psych, service connected, medical reasons, excluding suicid behavior, as determined by duly appointed medical board.	Termination of Manhours
191	NON-GRD NACAD PSYCI/PSY EXCL SUCID BHVR PSVC	NON-GRAD NACAD PSY/PSYCH EXCLUDING SUCID BEHAV PS	This PEVT is used to non-academically non-grad a student due to psych/psych medical reason (pre-service) excluding suicidal behavior as determined by duly appointed medical board.	Termination of Manhours
192	NON-GRD NACAD PSYCI/PSY PSNALTY DSORD	NON-GRAD NACAD PSY/PSYCH PERSONALITY DISORDER	This Person Event is used to non-academically non-grad a student as determined by exhibition of a personality disorder. (Not suicidal).	Termination of Manhours
193	NON-GRD NACAD PSYCI/PSY ENURE	NON-GRAD NACAD PSY/PSYCH ENURESIS	This Person Event is used to non-academically non-grad a student for repeated bedwetting as determined by clinical psychiatrist/psychologist/medical officer.	Termination of Manhours
194	NON-GRD NACAD PSYCI/PSY SLPWLK	NON-GRAD NACAD PSY/PSYCH SLEEPWALKING	This Person Event is used to non-academically non-grad a student as determined by clinical psychiatrist/psychologist/medical officer for repeated sleepwalking.	Termination of Manhours
195	NON-GRD NACAD PSYCI/PSY EXCL SUCID BHVR SIT REACT	NON-GRAD NACAD PSY/PSYCH SITUA REACT (EXCLUD SUIC)	This Person Event is used to non-academically non-grad a student due to inability to perform satisfactorily in given situations excluding suicidal behavior.	Termination of Manhours
196	NON-GRD NACAD MED NOT AERO ADAPT	NON-GRAD NACAD MED NOT AERONAUTICAL LY ADAPTABLE	This Person Event is used to non-academically non-grad a flight student. It is determined that the student is not aeronautically adaptable by an aeronautical medical authority.	Termination of Manhours
197	NON-GRD NACAD MED NOT AQUAT ADAPT	NON-GRAD NACAD MEDICAL NOT AQUATICALLY ADAPTABLE	This Person Event is used to non-academically non-grad a student who is not aquatically adaptable, hydrophobic, as determined by a medical officer.	Termination of Manhours
198	NON-GRD NACAD LEGL ARRS CIV AUTH	NON-GRAD NACAD LEGAL ARREST BY CIVIL AUTHORITIES	This Person Event is used to non-academically non-grad a student who has been arrested and charged with a felony criminal charge.	Termination of Manhours
199	NON-GRD NACAD LEGL CIV CVICT	NON-GRAD NACAD LEGAL CIVIL CONVICTION	This Person Event is used to non-academically non-grad a student who has been convicted of a felony criminal offense by a civilian court.	Termination of Manhours
200	NON-GRD NACAD LEGL DES	NON-GRAD NACAD LEGAL DESERTER	This Person Event is used to non-academically non-grad a student as a DESERTER and should be used ONLY after 30-180 days of Unauthorized Absence.	Termination of Manhours

201	NON-GRD NACAD LEGL FLGT DSPLN	NON-GRAD NACAD LEGAL FLIGHT DISCIPLINE	This Person Event is used to non-academically non-grad a student due to a major breach or an accumulation of breaches of flight discipline. (Specifically SNC'S/SNFO'S)	Termination of Manhours
202	NON-GRD NACAD LEGL BRE CNTRT	NON-GRAD NACAD LEGAL BREACH OF CONTRACT	This Person Event is used to non-academically non-grad a student due to breach of aviation contract.	Termination of Manhours
203	NON-GRD NACAD LEGL MISCON	NON-GRAD NACAD LEGAL MISCONDUCT	This Person Event is used to non-academically non-grad a student who is punished under UCMJ for a military offense or shown to have exhibited misconduct through repeated minor disciplinary infractions.	Termination of Manhours
204	NON-GRD NACAD LEGL SUBST ABU INCI	NON-GRAD NACAD LEGAL SUBSTANCE ABUSE/INCIDENT	This Person Event is used to non-academically non-grad a student because he/she is found to be using, selling, or in possession of an illegal substance/drugs.	Termination of Manhours
205	NON-GRD NACAD LEGL HOM	NON-GRAD NACAD LEGAL HOMOSEXUALITY	This Person Event is used to non-academically non-grad a student who is being processed for administrative separation due to homosexuality pursuant to applicable regulations.	Termination of Manhours
206	NON-GRD NACAD LEGL DRUG SUBSQ SCRN	NON-GRAD NACAD LEGAL DRUG SUBSEQUENT SCREEN	This Person Event is used to non-academically non-grad a student due to drug use as determined by urinalysis screening subsequent to initial screening.	Termination of Manhours
207	NON-GRD NACAD DTH NTRNG RLT	NON-GRAD NACAD DEATH NON-TRAINING RELATED	This Person Event is used to non-academically non-grad a student/recruit whose death occurred while not in a directed training procedure.	Termination of Manhours
208	NON-GRD NACAD DTH TRNG RLT	NON-GRAD NACAD DEATH TRAINING RELATED	This PEVT is used to non-academically non-grad a student/recruit whose death occurred while in a directed training procedure or as a direct result of a directed training procedure(classroom, lab, PT, GMT,ITB, etc).	Termination of Manhours
209	NON-GRD NACAD DTH SUCID	NON-GRAD NACAD DEATH SUICIDE	This Person Event is used to non-academically non-grad a student/recruit whose death occurred as a result of self-inflicted/intentional act.	Termination of Manhours
210	NON-GRD NACAD PHYS MTR SK CN	NON-GRAD NACAD PHYSICAL MOTOR SKILL COORDINATION	This PEVT is used to non-acad non-grad a student/recruit due to lack of common motor skills and is functionally inadequate/unable to satisfactorily perform manipulation or manual functions as diagnosed by a medical officer (exclude non-swimmer).	Termination of Manhours
211	NON-GRD NACAD PHYS NOT AQUAT ADAPT	NON-GRAD NACAD PHYSICAL NOT AQUATICALLY ADAPTABLE	This Person Event is used to non-academically non-grad a student who is unable to meet minimum swimming requirements through personal lack of ability (does not include motivational or situational reaction cases).	Termination of Manhours
212	NON-GRD NACAD PHYS PRT FAIL	NON-GRAD NACAD PHYSICAL PRT FAILURE	This Person Event is used to non-academically non-grad a student who is unable to pass the Physical Readiness Test through personal lack of ability.	Termination of Manhours
213	NON-GRD NACAD PHYS OBES	NON-GRAD NACAD PHYSICAL OBESITY	This Person Event is used to non-academically non-grad a student who was once classified as obese by medical, fails to satisfactorily complete the remediation weight reduction program.	Termination of Manhours
214	NON-GRD NACAD PHYS PERF FAIL	NON-GRAD NACAD PHYSICAL PERFORMANCE FAILURE	This Person Event is used to non-academically non-grad a student who meets the physical prerequisites of the course but, through personal lack of ability, is unable to pass physical test of the course.	Termination of Manhours

215	NON-GRD NACAD CONVN GOVT ERR ENL PSVC	NON-GRAD NACAD CONV OF GOVT ERRONEOUS ENL PRE-SVC	This Person Event is used to non-academically non-grad a student whose enlistment would not have occurred if specific (non-medical) pre-service disqualifying factors had been known.	Termination of Manhours
216	NON-GRD NACAD CONVN GOVT ERR ENL MOT	NON-GRAD NACAD CONV OF GOVT ERRONEOUS ENL/MOT	This Person Event is used to non-academically non-grad a RECRUIT as a result of the MOT interview, recruit reveals information about himself/herself that would normally have resulted in the individual not being eligible for initial enlistment.	Termination of Manhours
218	NON-GRD NACAD CONVN GOVT UNDAGE MINR PSVC	NON-GRAD NACAD CONV OF GOVT UNDERAGE MINOR	This Person Event is used to non-academically non-grad a student due to lack of knowledge of specific pre-service (non-medical) disqualifying conditions.	Termination of Manhours
220	NON-GRD NACAD FRAUD ENL INIT DRUG SCRN NCNBS	NON-GRAD NACAD FRAUD ENL INIT DRG SCR NON- CANNABIS	This Person Event is used to non-academically non-grad a student due to knowledge of but failure to disclose certain non-medical pre-service disqualifying conditions.	Termination of Manhours
221	NON-GRD NACAD FRAUD ENL INIT DRUG SCRN CNBS	NON-GRAD NACAD FRAUD ENL INIT DRUG SCREEN CANNABIS	This Person Event is used to non-academically non-grad a RECRUIT due to drug use prior to service entry as discovered through initial drug screening, and it is determined recruit is not drug dependent.	Termination of Manhours
222	NON-GRD NACAD FRAUD ENL INIT DRUG SCRN PSVC	NON-GRAD NACAD FRAUD ENL INIT DRUG SCREEN PRE-SVC	This Person Event is used to non-academically non-grad a student due to knowledge of but failure to disclose certain non-medical pre-service disqualifying conditions.	Termination of Manhours
223	NON-GRD NACAD FRAUD ENL HOM PSVC	NON-GRAD NACAD FRAUD ENL HOMOSEXUALIT Y PRE-SVC	This Person Event is used to non-academically non-grad a student due to knowledge of but failure to disclose certain non-medical pre-service disqualifying conditions.	Termination of Manhours
224	NON-GRD NACAD FRAUD ENL ARRS REC PSVC	NON-GRAD NACAD FRAUD ENL ARREST RECORD PRE- SVC	This Person Event is used to non-academically non-grad a student due to knowledge of but failure to disclose certain non-medical pre-service disqualifying conditions.	Termination of Manhours
226	NON-GRD NACAD FRAUD ENL UNDSCL PR MIL SVC PSVC	NON-GRAD NACAD FRAUD ENL UNDISCLSD PR SERV PRE- SVC	This Person Event is used to non-academically non-grad a student due to knowledge of but failure to disclose certain non-medical pre-service disqualifying conditions.	Termination of Manhours
227	NON-GRD DSNRL CLS CANC	NON-GRAD DSNRL CLASS/COURSE CANCEL	This Person Event describes a student who is unable to complete course of instruction due to cancellation of class/course.	Termination of Manhours
228	NON-GRD DSNRL ADMIN RT PGM CONV	NON-GRAD DSNRL ADMIN RATING/PROG CONV	This Person Event describes a student's transfer from school/course due to overmanning of rating or rate, the phase-out of a rating, changes from one program to another and/or pipeline change.	Termination of Manhours
229	NON-GRD DSNRL ADMIN RCLD BY PRNT ACTY	NON-GRAD DSNRL ADMIN RECALLED BY PARENT ACTIVITY	This Person Event describes a student who is unable to complete instruction due to changes in orders, duties, assignments, recalls, etc. Such changes are at the convenience of superiors and not student inability or lack of achievement.	Termination of Manhours
230	NON-GRD DSNRL ADMIN NOT MEET PREQ RQMT MED PHY'S	NON-GRAD DSNRL ADMIN NON PREREQ MED/PHY	This Person Event describes a student who does not meet specific medical/physical prerequisite requirements necessary for training.	Termination of Manhours

231	NON-GRD DSNRL ADMIN NOT MEET PREQ RQMT ACAD	NON-GRAD DSNRL ADMIN NON PREREQ ACADEMIC	This Person Event describes a student who does not meet specific academic prerequisite requirements necessary for training. Documented waivers excluded (e.g. ASVAB).	Termination of Manhours
232	NON-GRD DSNRL ADMIN NOT MEET PREQ RQMT SCTY	NON-GRAD DSNRL ADMIN NON PREREQ SECURITY	This Person Event describes a student who does not meet specific requirements for security clearance or for granting access to classified information in accordance with (OPNAVINST 5510.H).	Termination of Manhours
233	NON-GRD DSNRL ADMIN FLGT RIF	NON-GRAD DSNRL ADMIN FLIGHT REDUCTION IN FORCE	This Person Event describes a CNO directed RIF. Student is eligible to apply for re-entry into flight training at any time.	Termination of Manhours
234	NON-GRD DSNRL ADMIN DENY ACCS CLSIF INFO BY CO	NON-GRAD DSNRL ADMIN CLSIF INFO ACCESS DENIED BY CO	This Person Event describes a student whose access to classified information has been denied by the CO in accordance with OPNAVINST 5510.1H. (Student has failed to maintain clearance or access eligibility.)	Termination of Manhours
235	HOLD AWAIT TRF LEGL UA AFT 24 HR	HOLD AWAIT TRF LEGAL UNAUTH ABSENCE 24 HRS	This Person Event indicates a student held on board is awaiting either transfer or discharge for legal reasons and is accruing HL time for the training activity.	Hold Legal
237	HOLD AWAIT TRF ADMIN AWAT BUP ORD	HOLD AWAIT TRF ADMIN AWAITING BUPERS ORDERS	This Person Event indicates a student held on board is awaiting either transfer or discharge and is accruing AT time for the training activity.	Awaiting Transfer
238	HOLD AWAIT TRF ADMIN AWAT PTCAL	HOLD AWAIT TRF ADMIN AWAITING PORT CALL	This Person Event indicates a student held on board is awaiting either transfer or discharge and is accruing AT time for the training activity.	Awaiting Transfer
239	HOLD AWAIT TRF ADMIN AWAT PSPT	HOLD AWAIT TRF ADMIN AWAITING PASSPORT	This Person Event indicates a student held on board is awaiting either transfer or discharge and is accruing AT time for the training activity.	Awaiting Transfer
240	HOLD AWAIT TRF ADMIN SCTY CLRNC	HOLD AWAIT TRF ADMIN AWAITING SECURITY CLEARANCE	This Person Event indicates a student held on board is awaiting either transfer or discharge and is accruing AT time for the training activity.	Awaiting Transfer
241	HOLD AWAIT TRF ADMIN AWAT SEPN DISCH	HOLD AWAIT TRF ADMIN AWAIT SEPARATION/DIS CHARGE	This Person Event indicates a student held on board is awaiting either transfer or discharge for legal reasons and is accruing HL time for the training activity.	Hold Legal
242	HOLD AWAIT TRF ADMIN AWAT FLT RSV RET	HOLD AWAIT TRF ADMIN AWAITING FLT RSRV/RETIREME NT	This Person Event indicates a student held on board is awaiting either transfer or discharge for legal reasons and is accruing HL time for the training activity.	Hold Legal
243	HOLD AWAIT TRF ADMIN BUP ORD RECD AT DT	HOLD AWAIT TRF ADMIN BUP ORDERS RECD AWAIT TRF DT	This Person Event indicates a student held on board is awaiting either transfer or discharge and is accruing AT time for the training activity.	Awaiting Transfer
245	HOLD AWAIT TRF LEGL DSPLN ACTN	HOLD AWAIT TRF LEGAL AWAITING DISCIPLINARY ACTION	This Person Event indicates a student held on board is awaiting either transfer or discharge for legal reasons and is accruing HL time for the training activity.	Hold Legal
246	HOLD AWAIT TRF LEGL UND INVSTG	HOLD AWAIT TRF LEGAL UNDER INVESTIGATION	This Person Event indicates a student held on board is awaiting either transfer or discharge for legal reasons and is accruing HL time for the training activity.	Hold Legal

247	HOLD AWAIT TRF LEGL RSTR	HOLD AWAIT TRF LEGAL RESTRICTION	This Person Event indicates a student held on board is awaiting either transfer or discharge for legal reasons and is accruing HL time for the training activity.	Hold Legal
248	HOLD AWAIT TRF LEGL CRTN CUST	HOLD AWAIT TRF LEGAL CORRECTIONAL CUSTODY (BRIG)	This Person Event indicates a student held on board is awaiting either transfer or discharge for legal reasons and is accruing HL time for the training activity.	Hold Legal
249	HOLD AWAIT TRF LEGL PNDG CIV ACTN	HOLD AWAIT TRF LEGAL PENDING CIVIL ACTION	This Person Event indicates a student held on board is awaiting either transfer or discharge for legal reasons and is accruing HL time for the training activity.	Hold Legal
250	HOLD AWAIT TRF LEGL CUST CIV AUTH	HOLD AWAIT TRF LEGAL CUSTODY OF CIVILIAN AUTH	This Person Event indicates a student held on board is awaiting either transfer or discharge for legal reasons and is accruing HL time for the training activity.	Hold Legal
256	HOLD AWAIT TRF LEGL FRAUD ENL	HOLD AWAIT TRF LEGAL FRAUDULENT ENLISTMENT	This Person Event indicates a student held on board is awaiting either transfer or discharge for legal reasons and is accruing HL time for the training activity.	Hold Legal
257	HOLD AWAIT TRF LEGL WITNS	HOLD AWAIT TRF LEGAL WITNESS	This Person Event indicates a student held on board is awaiting either transfer or discharge for legal reasons and is accruing HL time for the training activity.	Hold Legal
261	HOLD AWAIT TRF MED SICK BAY	HOLD AWAIT TRF MEDICAL SICK BAY	This Person Event indicates a student held on board is awaiting either transfer or discharge for medical reasons and is accruing HM time for the training activity.	Hold Medical
262	HOLD AWAIT TRF MED HOSP	HOLD AWAIT TRF MEDICAL HOSPITAL	This Person Event indicates a student held on board is awaiting either transfer or discharge for medical reasons and is accruing HM time for the training activity.	Hold Medical
263	HOLD AWAIT TRF MED PHY EVAL	HOLD AWAIT TRF MEDICAL - PHYSICAL EVALUATION	This Person Events indicates a student held on board is awaiting either transfer or discharge for medical reasons and is accruing HM time for the training activity.	Hold Medical
264	HOLD AWAIT TRF MED TAD UND TREAT	HOLD AWAIT TRF MEDICAL TAD FOR TREATMENT	This Person Event indicates a student held on board is awaiting either transfer or discharge for medical reasons - TAD - under treatment. Student is accruing HM time for the training activity.	Hold Medical
265	HOLD AWAIT TRF MED PNDG MED DISCH	HOLD AWAIT TRF MEDICAL PENDING MEDICAL DISCHARGE	This Person Event indicates a student held on board is awaiting either transfer or discharge for medical reasons and is accruing HM time for the training activity.	Hold Medical
266	HOLD AWAIT TRF MED DNTL SEA	HOLD AWAIT TRF MEDICAL DENTAL HOLD SEA	This Person Event indicates a student held on board is awaiting either transfer or discharge for dental treatment (sea) and is accruing HM time for the training activity.	Hold Medical
267	HOLD AWAIT TRF MED DNTL SHR	HOLD AWAIT TRF MEDICAL DENTAL HOLD SHORE	This Person Event indicates a student held on board is awaiting either transfer or discharge for dental treatment (shore) and is accruing HM time for the training activity.	Hold Medical
268	HOLD AWAIT TRF MED BABY HOLD	HOLD AWAIT TRF MEDICAL BABY HOLD	This Person Event indicates a student held on board is awaiting either transfer or discharge for Baby Hold and is accruing HM time for the training activity. Student or student's wife having a child or waiting until newborn can travel.	Hold Medical
269	HOLD AWAIT TRF MED DRUG AMNS PGM	HOLD AWAIT TRF MEDICAL DRUG AMNESTY PROGRAM	This Person Event is used to indicate a student held on board awaiting either transfer or discharge for medical reasons due to a drug amnesty program and is accruing HM time for the training activity.	Hold Medical

270	HOLD AWAIT TRF MED ACHL REHAB	HOLD AWAIT TRF MEDICAL ALCOHOL REHAB	This Person Event indicates a student held on board is awaiting either transfer or discharge treatment for alcohol rehabilitation and is accruing HM time for the training activity.	Hold Medical
271	HOLD AWAIT TRF MED PREG	HOLD AWAIT TRF MEDICAL PREGNANCY	This Person Event indicates a student held on board is awaiting either transfer or discharge due to pregnancy and is accruing HM time for the training activity.	Hold Medical
272	HOLD AWAIT TRF ADMIN	HOLD AWAIT TRF ADMIN	This Person Event indicates a student held on board is awaiting either transfer or discharge for administrative reasons and is accruing AT time for the training activity.	Awaiting Transfer
277	HOLD AWAIT TRF ADMIN LV	HOLD AWAIT TRF ADMIN LEAVE	This Person Event indicates a student held on board is awaiting either transfer or discharge for admin reasons due to leave and is accruing AT time for the training activity.	Awaiting Transfer
278	HOLD AWAIT TRF ADMIN TAD OTHR	HOLD AWAIT TRF ADMIN TAD OTHER	This Person Event indicates a student held on board is awaiting either transfer or discharge for admin reasons and is accruing AT time for the training activity.	Awaiting Transfer
279	HOLD AWAIT TRF PSYCI/PSY CNLS	HOLD AWAIT TRF PSY/PSYCH COUNSELING	This Person Event indicates a student held on board is awaiting either transfer or discharge for medical reasons due to psy/psych counseling and is accruing HM time for the training activity.	Hold Medical
280	HOLD AWAIT TRF ADMIN YR END STDN	HOLD AWAIT TRF ADMIN YEAR END STAND DOWN	This Person Event indicates a student held on board is awaiting either transfer or discharge due to year end holiday leave and is accruing AT time for the training activity.	Awaiting Transfer
281	HOLD AWAIT TRF PHYS NOT AQUAT ADAPT	HOLD AWAIT TRF PHYSICAL NOT AQUAT ADAPT	This Person Event indicates a student held on board is awaiting either transfer or discharge for medical reasons and is accruing HM time for the training activity.	Hold Medical
284	RLSE HOLD AT	RELEASE FROM HOLD Awaiting TRANSFER	This Person Event is used to RELEASE a student from a HOLD Awaiting TRANSFER status.	Termination of Manhours
287	ENRL RTRN PKG/SIT-IN ENRL	ENROLL RETURNING PACKAGE/SIT-IN STUDENT ENROLLMENT	This Person Event is used to describe the enrollment of a student who has already taken a portion of the course at an earlier date (known as a package or sit-in student).	Under Instruction
288	GRAD	GRADUATION	This Person Event is used to record the graduation of a student from a course.	Termination of Manhours
289	II LEGL UA AFT 24 HR	INTERRUPTION OF INSTRUCTION LEGAL UA AFTER 24 HRS	This Person Event is used to record a student's instruction due to an UNAUTHORIZED ABSENCE After 24 hours and is accruing HL time for the training activity.	Hold Legal
293	HOLD PVNT ENRL ADMIN YR END STDN	HOLD PREVENT ENROLL ADMIN YEAR END STAND DOWN	This Person Event is used to prevent students from enrolling in training until after year end holidays.	Awaiting Instruction
294	STBK NACAD WITHTR RTRNG MED	STBK NACAD MEDICAL W/O REMEDIAL TRNG	This Person Event defines the non-academic setback of a student due to medical reasons. The student will be recycled without remedial training.	Termination of Manhours
295	STBK NACAD WITHTR RTRNG PHYS	STBK NACAD PHYSICAL W/O REMEDIAL TRNG	This Person Event defines the non-academic setback of a student due to physical reasons. The student will be recycled without remedial training.	Termination of Manhours
296	STBK NACAD WITHTR RTRNG MIL	STBK NACAD MILITARY W/O REMEDIAL TRNG	This Person Event defines the non-academic setback of a student due to military reasons. The student will be recycled without remedial training.	Termination of Manhours

297	STBK NACAD W/RTRNG LEGL	STBK NACAD LEGAL W/REMEDIAL TRNG	This Person Event defines the non-academic setback of a student due to legal reasons. The student will be recycled with remedial training.	Termination of Manhours
298	STBK NACAD WITHTRNG ADMIN	STBK NACAD ADMIN W/O REMEDIAL TRNG	This Person Event defines the non-academic setback of a student due to administrative reasons. The student will be recycled without remedial training.	Termination of Manhours
299	STBK NACAD WITHTRNG ADMIN SCTY CLRNC	STBK NACAD SECURITY CLRNC HOLD W/O REMEDIAL TRNG	This Person Event is for students who are being non-academically setback for security clearance reasons. The student is on hold until security clearance release.	Termination of Manhours
300	STBK NACAD RTRNG MED	STBK NACAD MEDICAL W/REMEDIAL TRNG	This Person Event defines the non-academic setback of a student for medical reasons. The student will be recycled with remedial training.	Termination of Manhours
301	STBK NACAD RTRNG PHYS	STBK NACAD PHYSICAL W/REMEDIAL TRNG	This Person Event defines the non-academic setback of a student for physical reasons. The student will be recycled with remedial training.	Termination of Manhours
302	STBK NACAD RTRNG MIL	STBK NACAD MILITARY W/REMEDIAL TRNG	This Person Event defines the non-academic setback of a student due to military reasons. The student will be recycled with remedial training.	Termination of Manhours
303	STBK NACAD WITHTRNG LEGL	STBK NACAD LEGAL W/O REMEDIAL TRNG	This Person Event defines the non-academic setback of a student due to legal reasons. The student will be recycled without remedial training.	Termination of Manhours
305	STBK NACAD RTRNG ADMIN	STBK NACAD ADMINISTRATIV E W/REMEDIAL TRNG	This Person Event defines the non-academic setback of a student for administrative reasons. The student will be recycled with remedial training.	Termination of Manhours
308	STBK NACAD WITHTRNG OTHR	STBK NACAD OTHER W/O REMEDIAL TRNG	This Person Event is used ONLY when no other Non-academic Setback can be used, and student will not undergo remedial training.	Termination of Manhours
309	NON-GRD ACAD OTHR	NON-GRAD ACAD OTHER	This Person Event is used to academically non-grad a student and should be used ONLY when no other academic non-grad event accurately describes the event.	Termination of Manhours
311	NON-GRD NACAD OTHR	NON-GRAD NACAD OTHER	This Person Event is used to non-academically non-grad a student and should be used ONLY when no other non-academic non-grad event will accurately describe the event to be reported.	Termination of Manhours
320	NON-GRD NACAD MOTV NEG MIL ATTD	NON-GRAD NACAD MOTIV NEGATIVE MILITARY ATTITUDE	This Person Event is used to non-academically non-grad a student who is removed from the course because of a negative military attitude.	Termination of Manhours
321	ENROLLED, CONTINUED BMT CONG MDT PRCS TM	ENROLLED,CON TINUED BMT CONGRESS MANDATED TIME	This Person Event is used to process students who have arrived at the RTC, have enrolled in BMT, but will spend five days in indoctrination activities.	Under Instruction
322	ENRL BMT	ENROLL BMT	This Person Event describes the initial enrollment of a recruit into BMT.	Under Instruction
323	ENROLLED, CONTINUED BMT BGN CLSRM TRNG	ENROLLED,CON TINUED BMT BEGIN CLASSROOM TRAINING	This Person Event is used to begin tracking a recruit in formal BMT Classroom training.	Under Instruction
324	STBK ACAD RTRNG LAB	STBK ACAD W/REMEDIAL TRAINING LAB INABILITY	This Person Event is used to describe students who are academically set back into another class because of laboratory inability.	Termination of Manhours

325	HOLD PVNT ENRL ADMIN ERR RPT NGRD NACAD	HOLD PREV ENRL ADMIN ERRONEOUSLY RPTD NGRD NACAD	This PEVT is to be used ONLY when the Commanding Officer or higher authority has determined that a student has been erroneously placed on a Non-Academic Non-grad. ONLY FOLLOWS NON-ACAD NON-GRAD APPLIED TO STUDENT AWAITING INSTR.	Awaiting Instruction
365	RNST ACTN AFT II	REINSTATEMEN T ACTION AFTER INTERRUPTION OF INSTRUCC	This Person Event places a student under instruction after instruction has been interrupted.	Under Instruction
366	NON-GRD NACAD MED OTHR SVC CON	NON-GRAD NACAD MEDICAL OTHER SVC-CON	This Person Event describes a student who non-academically non-grads from a course for any other service connected medical reason not covered by other events.	Termination of Manhours
367	NON-GRD NACAD MED OTHR PSVC	NON-GRAD NACAD MEDICAL OTHER PRE-SVC	This Person Event describes a student who non-academically non-grads from a course for any other pre-service medical reason not covered by other events.	Termination of Manhours
368	NON-GRD NACAD ADMIN NADAPT MIL LIFE	NON-GRAD NACAD ADMIN NON-ADAPT TO MILITARY LIFE	This Person Event is used for RECRUITS only and describes a non-academic non-grad for reasons of student not being able to adapt to military life.	Termination of Manhours
369	RLSE HOLD AT LEGL DES	RELEASE FM HOLD AWAIT TRNSF LEGAL DESERTER	This Person Event is used to RELEASE a DESERTER from HOLD AWAITING TRANSFER status for LEGAL reasons after 32-180 days of Unauthorized Absence.	Termination of Manhours
370	SUSP UI MHR	SUSPEND UNDER INSTRUCTION MANHOURS	This Person Event is used to terminate UI manhours in one CDP while a student is accumulating manhours in another CDP.	Termination of Manhours
371	GRAD ACAD FAIL	GRADUATION ACADEMIC FAILURE	This Person Event is used to describe RECRUITS who have completed training, but were not academically successful.	Termination of Manhours
385	NON-GRD NACAD PSYCI/PSY ADJ DSORD	NON-GRAD NACAD PSY/PSYCH ADJUST DISORDER	This Person Event describes a student who has been placed on a non-academic non-grad due to an adjustment disorder involving self-destructive behavior/ideation/gesture.	Termination of Manhours
386	NON-GRD NACAD BMT BRE CNTRT	NON-GRAD NACAD BMT BREACH CONTRACT	This Person Event describes a RECRUIT who is found to be ineligible for program guaranteed by enlistment contract due to factors unknown to recruit and the Navy prior to enlistment. Recruit elects to separate per contract.	Termination of Manhours
405	RSRV	RESERVATION	This Person Event is used by STASS to designate a student's quota in a class. The manhours are counted as Not Under Instruction time.	Stass Time
407	NOSH	NO SHOW	This Person Event is used by STASS to designate a RESERVATION not used. There are no manhours counted and it is considered to be Not Under Instruction time.	Stass Time
408	DENY RSRV	DENY RESERVATION	This PEVT is used by STASS to designate a RESERVATION that is denied. The reason for the denial may be the student doesn't meet the prerequisites, or class is full, and there could be various other reasons. Time is counted as Not Under Instruction.	Stass Time
409	DEL RSRV	DELETE RESERVATION	This Person Event is used by STASS to DELETE a RESERVATION for various reasons. There are no manhours counted; time is considered Not Under Instruction.	Stass Time



425	CNCL RSRV	CANCEL RESERVATION	This Person Event is used by STASS to designate a RESERVATION has been cancelled either by command who requested it or by schoolhouse. There are no manhours counted; time is considered Not Under Instruction.	Stass Time
455	STBK ACAD RTRNG BMT	STBK ACAD W/REMEDIAL TRAINING BMT	This Person Event is used to terminate a recruit's manhours due to student requiring remedial training before going any further in the class.	Termination of Manhours
585	II LEGL UA AFT 10 DAY	INTERRUPT INSTR LEGAL UNAUTH ABSNC AFTER 10 DAYS	This Person Event is used to TERMINATE Interruption of Instruction MANHOURS of students in an UNAUTHORIZED ABSENCE status AFTER 10 DAYS. Must be preceded by PEVT 289 for UA AFTER 24 HOURS.	Termination of Manhours
595	HOLD AWAIT TRF LEGL UA AFT 10 DAY	HOLD AWAIT TRF LEGAL UNAUTH ABSENCE AFTER 10 DAYS	This Person Event code is used to TERMINATE Awaiting Transfer MANHOURS for students in an UNAUTHORIZED ABSENCE status AFTER 10 DAYS. Must be preceded by a PEVT 235 for UA AFTER 24 HOURS.	Termination of Manhours
605	TRMN PART PKG/SIT-IN	TERMINATION OF PORTION OF PACKAGE/SIT-IN STUDENT	This Person Event is used to TERMINATE MANHOURS of Package/Sit-in Students each time a portion of the course is completed.	Termination of Manhours
615	PLSKIP	PIPELINE SKIP	This Person Event is used to describe the action of "B Skipping" a student through a course due to student having previously taken it, or at schoolhouse discretion, not requiring student to take it due to on-the-job training.	Termination of Manhours
625	NON-GRD NACAD FRAUD ENL DRUG DEP	NON-GRAD NACAD FRAUD ENLISTMENT DRUG DEPENDENT	This Person Event is used to non-academically non-grad RECRUITS due to FRAUDULENT ENLISTMENT for reason of DRUG DEPENDENCY.	Termination of Manhours
765	ADVN RSRV	ADVANCE RESERVATION	This Person Event is used to "book" a seat in a class any time prior to the planned convene date of the class. Because a NO SHOW can follow this PEVT, there is still no guarantee the student will attend the class.	Stass Time
785	ENROLLED, CONTINUED LTD PHY'S ACTY	ENROLLED, CONTINUED - LIMITED PHYSICAL ACTIVITY	This Person Event describes a student who is unable to continue the physical requirements. His ENROLLMENT in the academic training continues, but with limited physical activity.	Under Instruction
805	ENROLLED, CONTINUED BMT RSM FULL BMT DTY	ENROLLED, CONTINUED BMT RESUME FULL BMT DUTY	This Person Event describes a RECRUIT who is returning to full physical requirements of BMT. His ENROLLMENT in the academic training continues.	Under Instruction
815	ENRL OUT OF STND FAIL CMPLY BDY FAT STND	ENRL OUT OF STANDARDS - FAIL TO CMPLY BODY FAT	This PEVT is for a person reporting to any Navy Leadership crse with body fat measurements out of standards set by NAVADMIN 189/97. They will be allowed to enter the training, but will not be given credit until CO of gaining acty certifies the indiv.	Under Instruction
835	RNST ACTN AFT SUSP MHR	REINSTATEMEN T ACTION AFTER SUSPEND MANHOURS	This PEVT is used for students whose manhours have been suspended in the CDP in order to attend another CDP. The REINSTATEMENT restarts the manhours in the original CDP, can only follow SUSP MHR and puts the student back into a manhour type of UI.	Under Instruction
845	HOLD AWAIT TRF TRNG PR/TO NUC PWR SCOL	HOLD AWAIT TRF TRAINING PRIOR TO NUC POWER SCHOOL	This Person Event describes students taking remedial reading training prior to enrollment in Nuclear Power "A" School. The training is not formal Navy training and students are not considered to be running up double mandays.	Awaiting Transfer

855	STBK ACAD RTRNG	STBK ACAD W/REMEDIAL TRAINING	This Person Event is used to setback a student who is attending remedial training before going any further in the class.	Termination of Manhours
865	II PHYS PT TEST FAIL	INTERRUPTION OF INSTR PHYS BMT-PT0	This Person Event is used to interrupt a RECRUIT'S instruction who upon reporting to BMT lacks the necessary physical stamina to participate in the PRT program. BMT-PT0 remedial training will be offered.	Interruption of Instruction
886	HOLD AWAIT TRF ADMIN AWAT EPM ORD	HOLD AWAIT TRF ADMIN AWAITING EPMAC ORDERS	This Person Event indicates a student held on board is awaiting transfer and is accruing AT time for the training activity.	Awaiting Transfer
887	HOLD PVNT ENRL OTHR SUSP MHR	HOLD PREVENT ENROLL OTHER SUSPEND MANHOURS	This Person Event can be used to terminate AI manhours in one CDP while a student is accumulating manhours in another CDP.	Termination of Manhours
888	PRSNL AUDIT BMT RSRVST	PERSONNEL AUDIT BMT RESERVIST	This Person Event is used to describe the action of a "Reservist" student who is placed in a BMT course for audit purposes only while the student is enrolled in another CDP.	Stass Time
889	HOLD AWAIT TRF ADMIN ADMIN SEP LV	HOLD AWAIT TRF ADMIN ADMIN SEPARATION LEAVE	This Person Event indicates a student held on board is awaiting transfer or discharge and is accruing HL (Hold Legal) time for the training activity.	Hold Legal
890	HOLD AWAIT TRF ADMIN AWAT SEA/OVRS SCRN	HOLD AWAIT TRF ADMIN AWAITING SEA/OVERSEAS SCREEN	This Person Event indicates a student held on board is awaiting transfer and is accruing AT time for the training activity.	Awaiting Transfer
891	HOLD AWAIT TRF ADMIN AWAT 'C' SCH AVAIL	HOLD AWAIT TRF ADMIN AWAITING 'C' SCH AVAILABILITY	This Person Event indicates a student held on board is awaiting transfer and is accruing AT time for the training activity.	Awaiting Transfer
892	ENROLLED, CONTINUED BMT LAT REASGNMNT.	ENROLLED, CONTINUED BMT LATERAL REASSIGNMENT	This Person Event is used to describe the action of a student who is placed in BMT and is then moved from one division to another.	Under Instruction
893	HOLD AWAIT TRF ADMIN EPM ORD RECD AT DT.	HOLD AWAIT TRF ADMIN EPM ORDERS RECD AWAIT TRF DT.	This Person Event indicates a student held on board is awaiting transfer and is accruing AT time for the training activity.	Awaiting Transfer
902	RNST ACTN AFT LTD PHYS ACTY	REINSTATEMEN T ACTION AFTER LIMITED PHYS ACTIVITY	This PEVT places a student back under instruction in the same CDP class after returning to full physical activity. Should follow PEVT 785, ENROLLED, CONTINUED - LIMITED PHYSICAL ACTIVITY.	Under Instruction
903	NON-GRD NACAD PHYS ANTHRO	NON-GRAD NACAD PHYSICAL - ANTHROPOMET RICAL	This Person Event is used to identify students whose body measurements do not meet aircraft cockpit requirements.	Termination of Manhours
905	HOLD AWAIT TRF SUSP MHR	HOLD AWAITING TRANSFER SUSPEND MANHOURS	This Person Event can be used to terminate AT manhours in one CDP while a student is accumulating manhours in another CDP.	Termination of Manhours
906	HOLD PVNT ENRL LEGL DCLR DES	HOLD PREVENT ENROLL LEGAL DECLARED DESERTER	This PEVT code is used to TERMINATE Awaiting Instruction (AI) manhours for students at day 31 of Unauthorized Absence (UA) status and declares student as a DESERTER.	Termination of Manhours

908	HOLD AWAIT TRF LEGL DCLR DES	HOLD AWAIT TRF LEGAL DECLARED DESERTER	This PEVT code is used to TERMINATE Awaiting Transfer (AT) manhours for students at day 31 of Unauthorized Absence (UA) status and declares student as a DESERTER.	Termination of Manhours
909	II LEGL DCLR DES	INTERRUPT INSTR LEGAL DECLARED DESERTER	This PEVT code is used to TERMINATE Interruption of Instruction (II) manhours for students at day 31 of Unauthorized Absence (UA) status and declares student as a DESERTER.	Termination of Manhours
911	II UNSAT FLGT TRNG EVNT	INTERRUPT OF INSTR UNSATISFACTOR Y FLIGHT TRNG EVNT	This Person Event is used to interrupt a student's instruction pending flight performance review. Used exclusively by CNATRA activities.	Interruption of Instruction
912	HOLD AWAIT TRF ADMIN AWAT SPCL PGM SCRIN	HOLD AWAIT TRF ADMIN AWAITING SPECIAL PGM SCREEN	This Person Event is used to indicate a student is awaiting transfer to a special program such as, OCS, BOOST, BUDS, Aircraft Type, NROTC, etc. Student is accruing AT time for the training activity.	Awaiting Transfer
913	II SUSP MHR	INTERRUPTION OF INSTRUCTION SUSPEND MANHOURS	This Person Event can be used to terminate II manhours in one CDP while a student is accumulating manhours in another CDP.	Termination of Manhours
914	HOLD AWAIT TRF ADMIN AWAT OTHR SVC ORD	HOLD AWAIT TRF ADMIN AWAITING OTHER SERVICE ORDERS	This Person Event is used to track students awaiting orders from other service branches. Student is accruing AT time for the training activity.	Awaiting Transfer
915	II NTRL DSTR	INTERRUPTION OF INSTRUCTION NATURAL DISASTER	This Person Event is used to record instruction interruptions due to such events as flood, earthquake, hurricane, ice storm, etc. Should not be used to document "snow days" of less than 24 hours duration.	Interruption of Instruction
916	NON-GRD DSNRL ADMIN INCMPLT RMDL TRNG BMT	NON-GRAD DSNRL ADMIN INCOMPLETE REMEDIAL TRNG BMT	This Person Event describes a student who is unable to complete course instruction due to students inability or lack of achievement in BMT remedial (FAST, PASS, ACE) training.	Termination of Manhours
917	NON-GRD NACAD FRAUD ENL ACHL DEP BMT	NON-GRAD NACAD FRAUD ENLISTMENT ALCOHOL DEP BMT	This Person Event is used to non-academically non-grad RECRUITS due to FRAUDULENT ENLISTMENT for reason of ALCOHOL DEPENDENCY.	Termination of Manhours
918	HOLD AWAIT TRF ADMIN AWAT WNGNG/SLCT N	HOLD AWAIT TRF ADMIN AWAITING WINGING/SELEC TION	This Person Event is used by CNATRA to indicate a student is awaiting "Winging" (when the wings are actually pinned on).	Awaiting Transfer
919	HOLD AWAIT TRF ADMIN AWAT WNGNG/SLCT N DT	HOLD AWAIT TRF ADMIN AWAITING WINGING/SLCTN DATE	This Person Event is used by CNATRA to indicate a student is awaiting the winging/selection date.	Awaiting Transfer
920	RLSE HOLD AT BMT DUE TO SEPARATION	RELEASE FM HOLD AWAIT TRNSF BMT DUE TO SEPARATION	This Person Event is used only by BMT to RELEASE Temporary Hold Unit (THU) students due to Separation from Navy.	Termination of Manhours
923	HOLD AWAIT TRF ADMIN NO FEMALE BERTHING AVAIL.	HOLD AWAIT TRF ADMIN NO FEMALE BERTHING AVAILABLE	This Person Event indicates a student held on board is awaiting transfer and is accruing AT time for the training activity.	Awaiting Transfer

925	II WTHR	INTERRUPTION OF INSTRUCTION WEATHER	This Person Event is used to record instruction interruptions due to weather conditions (other than natural disasters) which prevent the conduct of training. An ex. would be the inability to fly the Pioneer UAV in the presence of visible moisture.	Interruption of Instruction
926	II UNAVAIL RAD FREQ/RNG	INTERRUPTION OF INSTRUCTION UNAVAIL RADIO FREQ/RNG	This Person Event is used to record instruction interruptions due to radio frequency coordination or range coordination conflicts.	Interruption of Instruction
927	II RSRC CNFLT	INTERRUPTION OF INSTRUCTION RESOURCE CONFLICT	This Person Event is used to record instruction interruptions when courses, which have been subject to schedule changes, encounter a resource conflict which prevents the conduct of training.	Interruption of Instruction
929	PRSNL AUDIT BMT NON ARVL UA STAT	PERSONNEL AUDIT BMT NON ARRIVAL UA STATUS	This Person Event is used to describe the action of a recruit who has sworn in to active duty but failed to report to BMT.	Stass Time
931	NON-GRD DSNRL ADMIN NON RTRN PKG STUDENT	NON-GRAD DSNRL ADMIN NON RETURNING PACKAGE STUDENT	This Person Event describes a package student who will not return to complete their final package class.	Termination of Manhours
932	OJT TRNG COMPL	ON-THE-JOB TRAINING COMPLETE	This PEVT code describes the completion of an On-the-Job Training Pipeline. Currently (2003) OJT pipelines have been created for Intermediate Maintenance Activities such as SIMAs and TRITRAFACs.	Stass Time
933	OJT TRNG STRTD	ON-THE-JOB TRAINING STARTED	This PEVT code describes the beginning of an On-the-Job Training Pipeline. Currently (2003) OJT pipelines have been created for Intermediate Maintenance Activities such as SIMAs and TRITRAFACs.	Stass Time
937	OJT TERM SEG	ON-THE-JOB- TRAINING TERMINATED SEGMENT	This PEVT code describes the end of tracking for a segment of an On-the-Job Training Pipeline. Terminating a segment would be if inactivity = 1 year. The IMA supv should be contacted prior to using this PEVT to verify student won't complete.	Stass Time
938	WTLST RSRV	WAITLIST	This PEVT is used for reserving a seat in a class when all dynamic quotas have been filled or when it is not certain if prospective student can attend this convening of the course.	Stass Time
944	HOLD PVNT ENRL NTRL DSTR	HOLD PREVENTING ENROLLMENT NATURAL DISASTER	This person event is to record 'Hold Preventing Enrollment' due to such events as flood, earthquake, hurricane, ice storm, etc... (Should not be used to document 'snow days' of less than 24 hours duration).	Awaiting Instruction
945	HOLD AWAIT TRF NTRL DSTR	HOLD AWAITING TRANSFER NATURAL DISASTER	This person event is to record 'Hold Awaiting Transfer' due to such events as flood, earthquake, hurricane, ice storm, etc... (Should not be used to document 'snow days' of less than 24 hours duration).	Awaiting Transfer

Source: Derived from the Corporate Enterprise Training Activity Resource System (CETARS) website  
<https://wwwnt.cnet.navy.mil/cetars/cetars.htm>, June 2005.

## APPENDIX J. WAIVER CODES<sup>100</sup>

<b>1<sup>st</sup> digit - Type of Enlistment/Program Waiver</b>		<b>2<sup>nd</sup> digit - Sub-Type for the Enlistment/Program Waiver</b>	
<b>Explanation</b>	<b>1<sup>st</sup> digit Code</b>	<b>Explanation</b>	<b>2<sup>nd</sup> digit Code</b>
BEERS Age .....	A	Not Applicable .....	Y
BEERS Dependency.....	B	Military Spouse .....	A
		Number of Dependents .....	B
		Not Applicable .....	Y
BEERS Mental Qualifications (AFQT & Subtest).....	C	Not Applicable .....	Y

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<sup>100</sup> COMNAVCRUITCOMINST 1130.8F, Navy Recruiting Manual-Enlisted, Chapter 5, February 2000.

1 <sup>st</sup> digit - Type of Enlistment/Program Waiver  Explanation	1 <sup>st</sup> digit Code	2 <sup>nd</sup> digit - Sub-Type for the Enlistment/Program Waiver  Explanation	2 <sup>nd</sup> digit Code
BEERS Law Violations .....	D	Minor Traffic Offense ..... Serious Traffic Offense ..... Minor Non-Traffic/Minor Misdemeanor ..... Serious Non-Traffic/Major Misdemeanor ..... Felony (Adult) ..... Felony (Juvenile/Youthful Offender) .....	A B C D E F
Previous Military Separation - (Not DEP) .....	E	Reenlistment Eligibility (RE Code) ..... Pay Grade ..... Lost Time ..... Existed prior to service physical disability ..... Skill Requirement ..... Not Applicable .....	A B C D E Y
BEERS Drug Involvement (Not Law Violation) .....	F	Alcohol Abuse ..... Marijuana Usage ..... Other Drug Usage ..... Drug/Alcohol Test Positive ....	A B C D
Reserved for Future OSD(FMP) Use ...	G		
Medical/Physical Disqualification .....	H	Height ..... Weight ..... Waiver condition assigned an ICD9 code) .....	A B C
Sole Survivor Member .....	J	Not Applicable .....	Y
Minimum Education Requirements .....	K	Not Applicable .....	Y

<b>1<sup>st</sup> digit - Type of Enlistment/Program Waiver</b>	<b>1<sup>st</sup> digit Code</b>	<b>2<sup>nd</sup> digit - Sub-Type for the Enlistment/Program Waiver</b>	<b>2<sup>nd</sup> digit Code</b>
<b>Explanation</b>		<b>Explanation</b>	
Alien .....	L	Not Applicable .....	Y
Security Risk .....	M	Not Applicable .....	Y
Conscientious Objector .....	N	Not Applicable .....	Y
Reserved in MIRS for Army .....	P	Not Applicable .....	Y
Reserved in MIRS for Air Force .....	Q	Not Applicable .....	Y
Navy Administrative (Reserved for future use)	R	Not Applicable .....	Y
Reserved in MIRS for Marine Corps .....	X	Not Applicable .....	Y
No Waiver Required .....	Y	Not Applicable .....	Y

<b>3<sup>rd</sup> digit - Level of Waiver Authority</b>	
<b>Level</b>	<b>Code</b>
Navy Department (SECNAV, CHNAVPERS, CNO, etc.) .....	A
Commander, Navy Recruiting Command .....	B
Commanding Officer, Navy Recruiting Region .....	D
Commander, Navy Recruiting District .....	E
Not Applicable or NONE .....	Y

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## APPENDIX K. MULTIAXIAL CLASSIFICATION SYSTEM<sup>101</sup>

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### Axis I

#### Clinical Disorders

#### Other Conditions That May Be a Focus of Clinical Attention

Disorders Usually First Diagnosed in Infancy, Childhood, or Adolescence  
(excluding Mental Retardation, which is diagnosed on Axis II)

Delirium, Dementia, and Amnestic and Other Cognitive Disorders  
Mental Disorders Due to a General Medical Condition  
Substance-Related Disorders  
Schizophrenia and Other Psychotic Disorders  
Mood Disorders  
Anxiety Disorders  
Somatoform Disorders  
Factitious Disorders  
Dissociative Disorders  
Sexual and Gender Identity Disorders  
Eating Disorders  
Sleep Disorders  
Impulse-Control Disorders Not Elsewhere Classified  
Adjustment Disorders  
Other Conditions That May Be a Focus of Clinical Attention

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### Axis II

#### Personality Disorders

#### Mental Retardation

Paranoid Personality Disorder	Narcissistic Personality Disorder
Schizoid Personality Disorder	Avoidant Personality Disorder
Schizotypal Personality Disorder	Dependent Personality Disorder
Antisocial Personality Disorder	Obsessive-Compulsive Personality Disorder
Borderline Personality Disorder	Personality Disorder Not Otherwise Specified
Histrionic Personality Disorder	Mental Retardation

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<sup>101</sup> American Psychiatric Association: Diagnostic and Statistical Manual of Mental Disorders, Fourth Edition Text Revision, (DSM-IV-TR), Arlington, VA: American Psychiatric Association, 2000, p. 28-32.

**Axis III**  
**General Medical Conditions (with ICD-9-CM codes)**

Infectious and Parasitic Diseases (001-139)  
Neoplasms (140-239)  
Endocrine, Nutritional, and Metabolic Diseases and Immunity Disorders (240-279)  
Diseases of the Blood and Blood-Forming Organs (280-289)  
Diseases of the Nervous System and Sense Organs (320-389)  
Diseases of the Circulatory System (390-459)  
Diseases of the Respiratory System (460-519)  
Diseases of the Digestive System (520-579)  
Diseases of the Genitourinary System (580-629)  
Complications of Pregnancy, Childbirth, and the Puerperium (630-676)  
Diseases of the Skin and Subcutaneous Tissue (680-709)  
Diseases of the Musculoskeletal System and Connective Tissue (710-739)  
Congenital Anomalies (740-759)  
Certain Conditions Originating in the Perinatal Period (760-779)  
Symptoms, Signs, and Ill-Defined Conditions (780-799)  
Injury and Poisoning (800-999)

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**Axis IV**  
**Psychosocial and Environmental Problems**

Problems with primary support group  
Problems related to the social environment  
Educational problems  
Occupational problems  
Housing problems  
Economic problems  
Problems with access to health care services  
Other psychosocial and environment problems

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